

**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL, HELD ON AUGUST 7, 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  
Gwen Washington  
Daniel Taber, Town Manager  
Christine Sanders, Town Attorney

**THERE WERE ABSENT:** Kristin Forrester  
Helen Reynolds  
Derrick R. Wood

**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**

There were no minutes available for approval.

**IN RE: ADOPTION OF THE AGENDA**

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

**IN RE: APPROVAL OF THE CONSENT AGENDA**

Mr. Toney moved, seconded by Mr. Foreman, to approve the Consent Agenda with a revised resolution for Item V-E, Appointments to the Parks and Recreation Commission, to include an omitted name. The motion carried and the following resolutions were approved by the following roll call vote: Mr. Brewer, yes; Mr. Foreman, yes; Ms. Forrester, absent; Ms. Reynolds, absent; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, absent.

**RESOLUTION TO ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF DUMFRIES AND THE PRINCE WILLIAM COUNTY PUBLIC SCHOOL SYSTEM REGARDING A SCHOOL RESOURCE OFFICER**

WHEREAS, Town Council voted on February 5, 2013 to fund a full-time School Resource Officer position to be assigned to Dumfries Elementary School; and

WHEREAS, the Dumfries Police Department advertised and selected a School Resource Officer to serve in the Dumfries Elementary School; and

WHEREAS, staff from both the Town of Dumfries and the Prince William School System have met, developed, and agreed upon a Memorandum of Understanding (MOU) that will provide services to the students of Dumfries Elementary School and their parents; and

WHEREAS, the Prince William County School Board has approved the MOU and authorized the Superintendent of Schools to sign the MOU; and

WHEREAS, the Prince William County Schools Superintendent of Schools has signed the MOU Agreement; and

WHEREAS, the Town of Dumfries Mayor and Town Manager must also sign the MOU Agreement in order for it to become effective.

NOW, THEREFORE BE IT RESOLVED that the Dumfries Town Council on this 7<sup>th</sup> day of August 2013 authorizes the Mayor and Town Manager to enter into a memorandum of understanding with the Prince William County Public School System for the purposes thereof.

**RESOLUTION PROCLAIMING SEPTEMBER 15 – 29, 2013  
DAY TO SERVE – FEED THE HUNGRY. HEAL THE PLANET.**

WHEREAS, Governor McDonnell of Virginia, Governor O'Malley of Maryland, and Governor Tomblin West Virginia along with Mayor Gray of Washington, D.C. have come together to support "Day to Serve"; and

WHEREAS, "Day to Serve" is a unique annual event that has inspired a diverse group of people to set aside their political, religious, and cultural differences to improve the communities where we live by feeding the hungry and healing the planet; and

WHEREAS, one in four Americans are worried about having enough money to put food on the table in the next year; and

WHEREAS, hunger is an issue that goes beyond geographic or faith boundaries that effects many of our youth and older population; and

WHEREAS, community organizations, faith-based organizations, civic and humanitarian groups along with governmental agencies are encouraged to participate in a Day to Serve; and

WHEREAS, the Town Council encourages the citizens of Dumfries to organize, participate, or volunteer to help the poor and needy by participating in a Day to Serve; and

NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of Dumfries that September 15 through September 29, 2013, be recognized as Day to Serve.

**RESOLUTION PROCLAIMING SEPTEMBER 8 – 15, 2013  
NATIONAL SUICIDE PREVENTION WEEK**

WHEREAS, in the United States, one person dies by suicide every 18 minutes, and it is estimated that 5 million people in the United States have lost a loved one to suicide in the past 25 years; and

WHEREAS, suicide is the third leading cause of death among youth between the ages of 15 and 24, and the second leading cause of death for college students; and

WHEREAS, suicide is the 11<sup>th</sup> leading cause of all deaths in the United States, and mental health issues will strike one in five adults each year regardless of age, gender, race, religion, or economic status; and

WHEREAS suicide is the most preventable cause of death, and approximately 80% of suicidal individuals communicate their intent prior to taking their lives; and

WHEREAS agencies such as ACTS Helpline are committed to reducing the frequency of suicide attempts, the pain of survivors affected by the suicide death of a loved one, through community education, intervention services, and bereavement services; and

WHEREAS ACTS Helpline has provided 24/7 telephone support since 1981 to individuals in crisis, information and referral numbers to community resources, community education and outreach throughout the greater Prince William community, Manassas City, and Manassas Park.

THEREFORE BE IT RESOLVED that it is proclaimed that September 8<sup>th</sup> through September 15<sup>th</sup>, 2013 is

**NATIONAL SUICIDE PREVENTION WEEK**

...and commend ACTS Helpline for responding to over 2,000 crisis calls a month, promoting mental health, providing education on depression, suicide prevention, intervention, and post-vention in our community.

**Resolution Authorizing the Clerk to Advertise a Joint Public Hearing for the Adoption of the Historic District Guidelines**

Whereas, in August of 2012 staff contracted with The Berkley Group to assist the Architectural Review Board (ARB) with updating the Historic District Design Guidelines, with the first official meeting being held on September 11, 2012; and

Whereas, at the ARB's meeting on November 20, 2012 the Historic District Design Guidelines were approved and forwarded to Town Council for consideration with the recommendation to approve; and

Whereas, Town Council reviewed the proposed updates to the Historic District Design Guidelines at their work session on January 22, 2013; and

Whereas, on April 2, 2013, Town Council held a duly advertised joint public hearing with the ARB on the proposed Historic District Design Guidelines; and

Whereas, Council further discussed the matter on April 16, 2013 asking the ARB to relook at the Historic District Design Guidelines to allow the Zoning Administrator to administratively approve weekend type projects; and

Whereas, the ARB discussed the matter at their June 11, 2013 and July 16, 2013 meetings making a recommendation to allow the Zoning Administrator to administratively approve certain projects; and

Whereas, Town Council was briefed on those changes at their July 23, 2013 work session and directed staff to proceed with a public hearing.

Now Therefore Be It Resolved that the Council of the Town of Dumfries does hereby authorize the Town Clerk to advertise a joint public hearing for September 3, 2013.

**RESOLUTION MAKING APPOINTMENTS TO  
THE PARKS AND RECREATION COMMISSION**

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

WHEREAS, Council created a Parks and Recreation Commission at their February 5, 2013 meeting; and

WHEREAS, the Parks and Recreation Commission is to consist of five residents, a Council Member to serve as Chair, and a staff member; and

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

WHEREAS, the Commission is charged with obtaining input from the citizens and making recommendations to the entire Town Council about the future use of the Town's parks and programming; and

WHEREAS, the Ginn Park Committee has reviewed the letters of interest submitted to the Town Manager and is ready to make a recommendation to Council; and

WHEREAS, appointments will be made with staggered terms of two or three years; and

WHEREAS, a Commission report shall be given by the appropriate Council member at the Councils' first meeting after the Boards and Commission reports under Council Reports.

NOW THEREFORE BE IT RESOLVED, that the following individuals be appointed to the Parks and Recreation Commission to serve for a term that shall expire as designated:

Appointee	Term to expire
Bobby Connett	6-30-2015
Daniel Miles	6-30-2015
Shaun Peet	6-30-2016
William O'Kelly Russell	6-30-2016
Matthew Critchley	6-30-2016

**IN RE: CITIZEN COMMENT PERIOD**

Randy Haynes expressed concern over his neighbors parking on their front lawn. He spoke with Ms. O'Dell in Planning and Zoning several times. Ms. O'Dell has checked several times and unfortunately, she has not seen it since it mainly occurs in the evening and on weekends. When he drove by this evening, there was only a car in the driveway jacked up on its side. He has lived in communities with a homeowners' association so it is unusual for him to see cars parked in the yard. It deteriorates from the aesthetic appeal the Town has and there are certain standards the Town wants to keep. When there is ample space on the road to park and a good-sized driveway, parking on the front lawn does not help the appeal of the community. He noted Ms. O'Dell suggested he come speak to the Council about his concerns.

Chris Caldwell thanked Mayor Foreman for all the excellent work he has done for the Town. He thanked the Mayor for the following things.

- ✓ Forfeited his salary as Mayor.
- ✓ Trying to lower the business, professional and occupational license (BPOL) tax.
- ✓ The work that has been done in Richmond to facilitate the widening of Route 1 sooner.
- ✓ Transparency and responding to emails and phone calls very quickly.
- ✓ Always prepared for the Council meetings.
- ✓ Proactive when addressing the concerns of the citizens.

He talked about things being reported in the Potomac Local, the online newspaper, and that there appears to be a cancer spreading through the Council. He has read about Council members moving out of Town and not letting anyone know, operating a business in Town unlawfully, a Council member influencing the enforcement of law in the Town, and not disclosing what meetings are about with other elected officials. He finished by letting the Mayor know he supports him now and for the next election.

Cynthia Lee announced she would be opening a school September 3, at the United Methodist Church for children two years old, up to second grade. She plans to be accredited by the National Association of Private Schools. The rates for two to four year olds, is \$150 a week and for kindergarten to second grade, it is \$80 a week.

**IN RE: MAYOR'S COMMENTS**

Mayor Foreman read the following comments.

**“Events that occurred since the last meeting were Historic Dumfries Colonial Camp and the Dumfries Police Academy Graduation.**

**National Night Out was great; I would like to challenge Port of Dumfries, Knolls of Dumfries, Prince William Estates, Duke Street area, Rose Hill, Tripoli Heights, Grayson Village,**

Orange Street, and Overlook Rd to participate next year. It is good for the Police Department and the Council to get out in the Community! It is also a good time to meet your neighbors.

I would like to Thank Officer Tyler Merritt for his service to the Town of Dumfries Police Department. His commitment to family is commendable, as he is returning to Ohio to assist in their care. Our prayers and best wishes will be with you.

I received a phone message from a citizen that had a concern about the Parks & Recreations Commission selection of the Chair as well as members of the Commission. The Town Attorney has reviewed the selection process by the Council and has found that no improprieties have occurred. I want to thank that citizen for calling with her concern.

The Town needs to fit into the holistic puzzle of not only Prince William County, but the sister communities of Northern Virginia. The choices we make will be hard, and painful, but we must make them together. The decisions ahead of this Council and the Town Government are only going to get harder if this Council desires to properly develop our Town and be involved in Northern Virginia and Prince William County infrastructure plans.

I am not talking about the usual Town squabbling over minor issues and personalities; rather I am focused on issues that will advance this Town's infrastructure, connectivity, transportation, restoration of our waterways, BPOL elimination, and Economic Development.

In June 2013, this Council passed the second highest budget in seven years. We cannot afford to continue to tax our citizens in order to fix local problems. When I meet with elected officials I report to the citizens and Council who I met with and what has been discussed. There is no corner on the market for meeting with elected officials. Council, meeting with elected officials should be the norm; when planning for the FY14 budget this should have been balanced with Council, meeting with State and County Offices to advance our singular and holistic desires. This Town is paying for services to the State and the County, we need to leverage these opportunities against our budget. This Town cannot afford to ignore our responsibilities and its citizens. We must openly discuss plans, exchange ideas, and not accept no as an answer.

Town concerns have for too long have been ignored and now that I am meeting and discussing these subjects with business entities, developers, Prince William County, VDOT, and elected officials it has been and can be uncomfortable. It will, and has sparked discussions concerning roles, responsibilities, protocol, and ownership. These discussions will continue to strain relationships, especially with our Council and the with Potomac District Supervisor, as well as County Staff, but we must continue to meet and discuss objectives.

The challenge to move forward to establish lasting relationships with meaningful discussions and dialogue will take not one person from the Council, but the entire Council, the entire Staff and lastly our citizens and its business owners. Putting Dumfries in the regional infrastructure mix, and making our tax dollars work for us, should be the norm not the exception. Our ultimate goal is to make Dumfries a better place for everyone."

**IN RE: COUNCIL MEMBER COMMENTS**

Ms. Washington thanked the communities who had cookouts and participated in the National Night Out event. She thanked Mr. Taber and staff for the community bulletin board that was erected in front of Town Hall. She reminded everyone that parenting classes were going to be offered and encouraged all of the Dumfries Elementary School parents to get involved.

Mr. Toney acknowledged the memorial services for Lee Lansing. He thanked everyone who participated and acknowledged the wonderful contributions that Lee Lansing made to the Town. The Parks

and Recreation Commission are enthusiastically doing quite a bit. He encouraged citizens to come to the meeting and express any concerns or encouragement they may have about Ginn Memorial Park. He was looking forward to the events being planned by the Events Committee and the Parks and Recreation Commission.

**IN RE:       BOARDS & COMMISSIONS**

**A. ARCHITECTURAL REVIEW BOARD (ARB)**

James Ksanznak reported the following items.

- There were no applications for certificate of appropriateness.
- Announced the resignation of Jennifer Stringfellow.
- Elections were held; James Ksanznak was appointed Chair and William O’Kelly Russell was appointed Vice Chair.
- Revised the proposed ARB Design Guidelines in an effort to expedite the approval process. The Zoning Administrator can administratively approve exterior painting, sheds, and fences without having to come before the ARB.
- At the next meeting, the ARB will be reviewing the Comprehensive Plan.

**B. BOARD OF ZONING APPEALS (BZA)**

There was no report.

**C. HISTORIC DUMFRIES**

There was no report.

**D. PLANNING COMMISSION (PC)**

Chris Padberg, Vice Chair, reported the following items.

- Elections were held; John Webb was appointed Chair and Chris Padberg was appointed Vice Chair.
- Two applications for a conditional use permit were discussed during the work session for childcare in churches.
  - Word of Faith Christian Fellowship Church on Possum Point Road – infant to 12 years old, operating 6:00 am to 2:30 pm. Items discussed were the non-conforming parking lot and ingress\egress.
  - Dumfries United Methodist Church on Cameron Street – two to eight years old. Items discussed were traffic and the playground, which would be located on neighboring residential property that the church owns.

- During the business meeting, the newly appointed Planning Commission Members were introduced. The reappointment of John Webb and Louise Waggy and appointment of Lou Praino after a brief absence from the PC to serve on Council.
- The yard sale ordinance was discussed. The purpose is to allow occasional residential yard sales without embracing open-air flea markets on Main Street.

Mayor Foreman reminded everyone that on March 20, 2012 the Council sent to the PC the B-1, B-2, and FB/O-1 zoning text amendments, the zoning ordinances for Chapter 18, and yard sales. He asked that it be placed on an agenda to be addressed to keep him from having to ask.

Mr. Padberg noted it would get on the agenda.

**IN RE: COUNCIL REPORTS  
A. EVENTS COMMITTEE**

Ms. Washington reported the following items.

- Planning for the Fall Festival is going on.
  - Dumfries has Talent needs participants.
  - Flyers are available for distribution.
  - The inflatable will be the Titanic.
  - There will be a performance by the True Soul Band.
  - There will be face painters.
- The suggestions for the parade theme will be presented to Council at the August 20 work session.
- The Wounded Warriors were sent a letter inviting them to participate in the Fall Festival. They are unable to attend; however, they will be providing handouts to be put out for anyone who is interested. They may be able to participate in the Christmas Parade.

Mayor Foreman requested that somewhere down the line that a country or contemporary band play at one of the festivals or concerts.

Ms. Washington thought that could be accommodated.

Mayor Foreman asked because several people approached him last year after the parade. He asked if there was going to be a Santa Claus selection process this year.

Ms. Washington being new to the Committee was not familiar with the selection process. She will discuss that at the next Committee meeting. She announced that if there was anyone interested in being Santa Claus to contact Ms. Neville.

**B. GINN PARK COMMITTEE**

Mr. Toney noted the Ginn Park Committee held two meetings since the last Council Meeting. The first meeting was set up as a transition meeting to meet the newly appointed Commissioners to the Parks and Recreation Commission, who will be overseeing the activities in the Park. Discussions consisted of the money budgeted and the difference between the funds allocated to the Park versus what was budgeted for programs and events. Other discussions included the location of the Mayor Yohey Memorial and the playground equipment, which has been ordered and should be installed soon, picnic tables, grills, and benches that were budgeted for in the current budget. The second meeting was the closing meeting of the Ginn Park Committee where discussions continued on the Mayor Yohey Memorial, budgetary constraints, the delineation of the phases, and the Parks and Recreation Commission. Phase II is being completed and work will begin on Phase III. As the outgoing Chair of the Ginn Park Committee, he wanted to thank all of the volunteers who assisted on making the Park what it is today. He also acknowledged Town Managers Kim Alexander and Dan Taber, former Community Development Director Debbie Sandlin, Zoning Administrators David Moss and Morgan Brim, Police Chief Rob Forker, Police Captain Rebecca Edwards, Fire Chief Derek Ester, and the former Public Works Director Greg Tkac. Vice Mayor Toney noted former Councilwoman Dorthea Barr was instrumental and said the designs, drawings, and renditions of the Chairman of the Planning Commission, Mr. O'Kelly Russell, were of utmost importance and captured the intent of the Committee. He is so proud to work with the people who helped set things up and it made his job easy as the Chair. Assistant Director of Public Works, Mr. Myers commented, "The development of this neighborhood park is like seeing a child born and watching it as it grows."

**C. PARKS AND RECREATION COMMISSION**

Shaun Peet, Commissioner, explained the Commission is tasked with implementing programs and use policies. A Meet and Greet was held at the Park where surveys were handed out to get feedback from the residents in the community on what interests they have and what they would like to see offered. There are two concerts scheduled. On August 23, Tony Craddock, Jr. will provide the music and on September 6, Ron Kronz will provide the music. The Commission will be meeting on August 12 and 19.

Mayor Foreman congratulated Mr. Peet on the efforts the Commission has put forth so far in getting the concert series going.

Mr. Brewer asked who signed the contracts for the entertainment.

Mr. Taber explained the Commission makes the original contact with the bands and the staff makes sure the procedures for procurement are followed. He signs the contracts.

Ms. Washington commended the Commission on their efforts. She thought that once the Commission gets going there would be a lot of people who will want to volunteer and participate.

**D. NORTHERN VIRGINIA REGIONAL COMMISSION (NVRC)**

Mayor Foreman reported Fairfax will host the 2015 World Police and Fire Games. An event will be held in Maryland, Washington DC, and Prince William County (PWC). He suggested having an officer participate and partnering with PWC to get some representation.

**E. NORTHERN VIRGINIA TRANSPORTATION AUTHORITY (NVTA)**

Mayor Foreman reported several public hearings and open forum meetings were held on House Bill 2313. Watching the citizens come and speak on anything from the corridor or a specific project needed in our locality to slow down traffic was very encouraging. Meetings started at 7:00 pm and it was not uncommon to go until 11:00 pm. The NVTA has come a long way. The big discussion was on House Bill 2313. Some money will be committed this year; however, it will not be all of the millions of dollars received from Richmond. Some money will be set aside for FY15 thru FY21 projects. The main thing for the Town to keep in mind is that in September NVTA will be accepting the next round of requests.

**F. NORTHERN VIRGINIA CIGARETTE TAX BOARD (NVCTB)**

There was no report.

Mayor Foreman reminded staff that at the last meeting it was requested that the Boys and Girls Club needed to be included under Council Reports since Ms. Reynolds was appointed to sit on the Board of Directors.

**IN RE: STAFF COMMENTS**

**A. DIRECTOR OF COMMUNITY SERVICES – CYDNY NEVILLE**

Ms. Neville reported the following items.

- English as a Second Language classes are still being offered, free of charge, every Tuesday from 10:00 am to Noon.
- Senior Luncheons begin again in September.
- The Summer Intern Program is in its fifth week. If any Council Member has not had an opportunity to meet with or has not scheduled a meeting with the interns to let her know so she could get them scheduled. The interns will give a presentation next Friday during their luncheon.
- She thanked Pillar Church for their support with the Movies on the Lawn. Last Friday Willie Wonka was shown and the Fall Festival will finish with the showing of Wreck it Ralph.

- She noted there were spots available for the Fall Festival for \$30.00 and free for non-profits. Prizes for the talent competition have been broken down. The youth could win up to \$300.00 and adults up to \$500.00. Applications are being accepted through August 30.
- This is the last month for the Farmers' Market held on Saturdays from 8:00 am to Noon.
- Dumfries Cares is a program that is offered free and funded by a federal grant. Free parenting classes are being offered with the same curriculum as the program offered by the Cooperative Extension. It was noted that books would be covered as well. She wanted everyone to take advantage of the program. This is not a class about how to be a parent but a facilitated group discussion. The program is geared for parents with children from 6 to 12 years of age; however, anyone can come. Reservations need to be made by the 18<sup>th</sup> to allow time to order the books and the class will start August 28 from 7:00 pm to 9:00 pm.
- Dumfries Cares will be sponsoring a Family Fun Night August 28.

Ms. Washington mentioned the parenting class is not about being a bad parent, but about validating what you are doing as a parent. She asked if it would be available to parents with children who are 4 or 5 years of age.

Ms. Neville explained there are three different trainings that cover different age groups. This is a basic curriculum and can be used for different age groups. It would focus on certain topics that can be discussed with different age groups. There is an early childhood class. Since this is the first class being offered, it will start with the basic curriculum.

Mayor Foreman asked if Dumfries Cares has reached out to the Quantico Marine Corps Base.

Ms. Neville mentioned Dumfries Cares has reached out and everything is shared with Quantico Live. She mentioned there is a Marine who wants to be a mentor once the program gets up and running.

Mayor Foreman asked if grant money that was not used in the year rolls over to the next year.

Mr. Taber explained you have to apply for an extension if funds are left when the grant expires. He noted that has been done and the grant has been extended to September.

Ms. Neville noted a continuation grant has been approved that will start October 1.

Mr. Toney asked what time the interns were doing the presentation.

Ms. Neville advised it would be at 1:00 pm at the Community Center.

Mayor Foreman asked if that was the graduation/luncheon.

Ms. Neville indicated it was.

Mayor Foreman stated he would be there.

**B. PLANNER/ZONING ADMINISTRATOR – LAURA O'DELL**

Ms. O'Dell reported the following items.

- Attended a workshop at the Ferlazzo Building with PWC on Community Development Block Grants (CDBG). The Town can apply for up to \$230,000 in grant funding.
- The yard sale zoning text amendment mentioned earlier is being worked on and is on the PC agenda this month. Those will be before Council within the next month.
- A temporary use permit application was received from Star of Bethlehem Church for a 'Community Tent Revival.' This will occur August 17 at the Triangle Shopping Plaza.
- Action in Community Through Service (ACTS) will be hosting a 5K October 19. They will be using the Town's parking lot the day of the event.
- Reviewed drawings submitted by Rick Barbee for the lots on Orange Street that he wants to develop.
- Met with conditional use permit (CUP) applicants and will be discussing them at the August 12 PC Meeting. If all goes well with the PC and the application moves forward, a joint public hearing will be scheduled for August 20.
- Work continues with the consultant, Darren Coffey, on the Comprehensive Plan. It will come to Council in September for feedback.
- The Campbell property is still being worked on. A tour was taken of the property and efforts are being made to clean the property.
- Responded to several complaints. An ordinance will be worked on to address parking on the grass.
- Jennifer Stringfellow resigned from the ARB. She served for six years with the last three being the Chair. She was the Secretary previously and took very accurate detailed notes, was very dedicated to preserving the historic character of the Town, and did extensive research throughout the process of updating the Historic District Design Guidelines. She had a bachelor's degree in historic preservation and experience with archeological digs and historic inventory audits.

Mr. Toney indicated the Town does have an ordinance about parking on grass. He recalled voting against it; however, it passed 6 to 1.

Mayor Foreman indicated it was two years ago.

Ms. Sanders noted reviewing the ordinance with Chief Forker, who had some concerns, because the enforcement required that the Police Department issue tickets on private property. Together it was

determined that there was no enabling legislation that allowed an Officer to issue a ticket on private property.

Mr. Toney questioned there not being an ordinance.

Ms. Sanders reiterated there is an ordinance; however, it is not enforceable.

Mr. Toney stated Council depends on the legal/professional advice of staff. A lot of energy went into that ordinance and it was disappointed to hear that. Council depends on the expertise of staff when it comes to trying to accomplish things. He hoped moving forward that due diligence would be done.

Ms. Sanders thought it would need to be incorporated in the zoning ordinance and would be a more appropriate place where that type of an activity could be properly regulated.

Ms. Washington asked for an update on the billboard that was knocked down by the tree falling on Route 1 heading South behind the shopping center that is very unsightly.

Ms. O'Dell was working on that. She issued a notice of violation for removal of the sign. The Curtis brothers, who own the property, turned it over to the Virginia Department of Transportation (VDOT). Apparently, VDOT has authority over the land.

Ms. Sanders clarified the advertising lobby in 2006 went to the General Assembly and requested that VDOT take jurisdiction over signs that are in the right-of-way regardless of whose property it may be or who may be leasing the billboard sign. Staff is working with VDOT on this. It is still possible to get what you are looking for. The primary authority lies with VDOT. Staff's contention is the sign is non-conforming and is no longer allowed. Research needs to be done to provide the backup to VDOT so that the owner of the sign is notified of what the situation is.

Ms. Washington was hearing the owner of the sign is holding this up, not VDOT.

Ms. Sanders noted it was a little bit of both. She explained that this particular type of sign is no longer permitted in this zoning district. Staff needs to go back and determine when the zoning ordinance was changed that no longer allowed these type of signs, which is provided to VDOT, who in turn will go to the sign owner and let them know what the Town's position is on the matter. The sign owner has the opportunity to appeal the decision. VDOT would handle that appeal.

Mayor Foreman mentioned an email was sent out reiterating that there is no ordinance that requires curb and gutter and it was mentioned in Ms. O'Dell's report as well. He pointed out that this matter needs to come to a work session for discussion to determine whether Council wants to make this a requirement. He asked that at the same time the streetlight program be discussed because the Town does not have one. The County Supervisor was quoted as saying the Town has a streetlight program. He wanted to make sure that the Town got a program in place. A slide presentation was sent to the Town Manager

that covered the restoration efforts along the waterways. A slide in the package shows vehicles along the creek within the Town that belong to the salvage yard that are hanging over that need to be addressed. He asked that when grant information is sent to Council that the criteria be listed as well.

Ms. O'Dell indicated she would include that information in the future.

Mr. Brewer asked if the previous zoning administrator was in the wrong by enforcing.

Ms. Sanders was suggesting to Council that the previous zoning administrator had asked for voluntary compliance and probably got it.

Mr. Brewer questioned probably.

Ms. Sanders noted he did if cars were moved. She explained that there was never a notice of violation issued. It might have been a matter of the nuisance ordinance; however, that is a stretch and she would not be comfortable with taking that to court. She pointed out that staff tries to get voluntary compliance before issuing a notice of violation.

Mr. Taber noted the fix would be to draft a proper ordinance.

Mr. Brewer had an issue with these ordinances. Staff was unable to find the ordinance that requires developers, whether residential or commercial, to have sidewalks and curb and gutter.

Ms. O'Dell pointed out there is an ordinance for curb and gutter; however, there is not one for sidewalks.

Ms. Sanders pointed out that the Town's subdivision ordinance needs a lot of work and that would be the proper place for it to be put.

Mr. Taber explained that these matters do not fall on deaf ears. He went over what was slated for the next two work sessions, noting that Council does not see what goes on behind the scenes. He noted that when issues come up some matters get pushed further down on the list; however, staff is doing its best to make sure that nothing gets lost as has happened in the past.

Mr. Brewer indicated this was supposed to be crafted and recorded by the Town's attorney at the time. He noted the law firm is still in business.

Ms. Sanders advised that the firm is no longer in business.

Mr. Brewer asked if they still had the records.

Ms. Sanders imagined that they have been distributed to the clients or archived.

Mr. Brewer was going to be in Manassas tomorrow and would check on that. He knows the ordinance was drafted, voted on, and now it cannot be found.

Mr. Taber noted staff would move forward with the subdivision review to put those things in place correctly, properly recorded, and current and existing staff will enforce it.

Mr. Brewer was not looking at current and existing staff. He was looking at months and years down the road if these are lost. He asked how these were being recorded, kept in place so that Council knows they are in place, so that Council does not go through this again.

Mr. Taber noted the Town Clerk does an outstanding job. He is amazed that when he asks for something that has occurred during her tenure that before he can get out of her office she has it. He explained it is a reorganization. He noted staff is faced with two things and it has been mentioned prior to Mr. Brewer getting on Council. Business has to be done right from this point forward and then as time allows appraise, digitize, and archive the records to allow for better researching. With the limited staff, that is a large undertaking. He does not doubt that it was voted on and was done; however, it is not there now to allow staff to enforce it. He would rather tell a citizen that staff is working on an ordinance for parking on the grass rather than have one of the Officer's take legal action knowing that it is illegal to do and then have to address that from a liability standpoint with a civil suit and negative publicity,

Mr. Brewer understood that. He wanted to know what is keeping that from happening again.

Ms. Sanders explained the ordinance would be codified and included in MuniCode.

Mr. Brewer noted the one that is missing should have been too.

Mr. Taber invited Mr. Brewer to come in to the office so that the Town Clerk could show him the procedures that are being taken now.

Mr. Brewer was familiar with the Town Clerk's procedures. He mentioned that this was not the first time this has come up.

Mr. Taber did not know; however, he suspected things were not properly followed up on as required by law.

Mayor Foreman noted that when the current Town Manager and Town Clerk came in there was a Council meeting where it was stated that there appeared to be some missing files and documents. An effort has been made over the past 24 months with the interns and staff to locate records. All of the site plans have been found and are now located in the Community Center basement. They have been coded and catalogued. The Town Clerk placed all the minutes on one disc that can be given to any Council Member. One of the things that Council talked about was why it was taking so long to get the minutes out. It was determined that Council was trying to capture everything in the minutes. The Town Attorney went back and checked and it was determined that everything did not have to be in the minutes. The minutes are supposed to consist of what happened at the meeting. Now the minutes have the vote and the ordinance; however, if you go back to the older minutes the ordinances are not included. He was frustrated as well as

anybody else. He recalls the conversation about vehicles being parked on the grass, which went on for several hours one night; however, it is a matter of having to go back and redo it.

Mr. Brewer asked what the CDBG encompassed.

Ms. O'Dell stated it is available to non-profit, profit businesses, and governmental entities and falls under various topics. Anything that can aid a community, the community can use. There are grants for an area, specific buildings, or multiple buildings. She thought that revitalization funding would be great for some of the older shopping centers.

Mr. Brewer asked if it would include redevelopment authorities.

Ms. O'Dell was not sure. She explained the wording is tricky and you have to look at who is giving the grant, who it is administered to, and how the money is appropriated.

Ms. Washington recalled at the Virginia Municipal League conference there was talk about the CDBG's. She was impressed with the Town of Marion, Virginia, who used several grants for various projects that did not fit specifically into the category. Since they were able to explain why they needed the funds, the grant was awarded to them. She did not want the Town to limit itself.

Ms. O'Dell noted there is a group, the Virginia Main Street Program, who work with small town communities. When you go to one of their conferences, they show you all the wonderful things they were able to do with grants. It is a wonderful organization. She thinks the Town qualifies for several opportunities.

Ms. Washington thinks that is great. She does not believe in reinventing the wheel and thought the Town Manager could call the Town Manager in Marion and find out how they went about writing the grant in order to get the funding.

Ms. O'Dell stated she had already done them for other localities.

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

Mr. West asked Council if they had any questions.

Mayor Foreman asked if the Town was required to have a building inspector by State Code or if this is something that PWC can provide.

Mr. West understood the Town is allowed to have one or the Town could work through PWC to do the inspections.

Ms. Sanders noted the Town contracts these services out. The Town is required to have a building official, which the Town has.

Mr. Taber explained there is not enough inspections done in the Town to keep a building inspector busy 40 hours a week. There is a difference between a building official and a building inspector. Terry

Myers is the Building Official and he is going through some certification work in reference to that right now to build up his expertise in those areas. From a cost analysis standpoint contracting the service out makes more sense fiscally then hiring your own building inspector. PWC has not expressed interest in providing those services and the reason are being done the way we are now.

Mayor Foreman was on Council and remembers discussing and voting to contract those services out. The question was not about the building official but about the building inspector. He wanted to know if the Town was required to have a building inspector.

Mr. Taber would check into that. He did not want to assume; however, the Town knows that they can contract the services out.

Mayor Foreman asked if Mr. West had looked into the permit for Dewey's Run.

Mr. West reviewed that and what he has seen so far is that all of the Town's permit applications went through. The answer came back that what the Town wants to do with the culverts is a maintenance issue and does not need a permit since it is routine maintenance. He will verify that one more time and once funds are available, the work can be done.

Mayor Foreman asked if the Dewey's Run Bridge was looked at.

Mr. West noticed some settlement and has been talking with VDOT and the consultants to start tracking it to determine the rate of subsidence and what needs to be done. A meeting has been scheduled for Tuesday next week with the consultants to discuss all of the transportation issues the Town currently has, along with Possum Point Roads future use to include the relief water main the Service Authority wants to put in.

Mayor Foreman asked about the centerline stripe that was missing in Prince William Estates along Curtis Drive.

Mr. West explained the Town is working with a stripping contractor to get an estimate for Curtis Drive along with Old Triangle Road and Williamstown Drive. He will provide a schedule once it is available.

Mayor Foreman asked if a schedule was going to be provided for the painting of the curbs in South Cove, Williamstown, and Port of Dumfries.

Mr. West indicted there would be one.

Mayor Foreman pointed out there needs to be a strategy concerning transportation. This is the third time he has mentioned it. He noted it would include everything from the minor thing that is holding up the memorandum of understanding (MOU) with PWC. He asked what the holdup was on that.

Mr. Taber explained the individual who would make the decision and work on the project has been on vacation for last two weeks. He knows that Mr. West has been trying to get that meeting scheduled. He explained it is a matter of getting everyone to the table.

Mayor Foreman understood that; however, this has been going on since January. He knows it fell through the cracks with the turnover of the Department Head. Council was told it would be in place July 1, the meeting is televised, and PWC is watching. He knows they watch, because on occasion, he gets an email about what he said at a Council meeting. Both sides need to be a little proactive. He wants to make sure that the person who is on leave has at least read the verbiage, the MOU is in place, legally everybody says it is okay, and when he comes back, he can sign it. Not when he comes back, he is finally going to read it.

Mr. Taber noted there was a proposed agreement, which was a template type of agreement that did not meet this situation entirely. The idea is to rework that so it does fit our situation in Dumfries, which will probably require two or three meetings to be finalized.

Mayor Foreman stated that was the scary part because it has to come in front of Council. He knows the brief about Route 1 is being worked on. A brief synopsis was provided at the last Council meeting. He asked when Council was going to be briefed on Route 234/Route 1.

Mr. Taber asked if that would be from the developer.

Mayor Foreman noted it could be staff saying where the Town is on it.

Mr. Taber spoke to the developer and originally a briefing was scheduled for the August work session, which was moved back to September at the developer's request. Staff is doing some additional work to fully understand the potential problems that the landowners along the Route 234 corridor may have in reference to the proposed plan. Letters have been sent to the property and business owners from the McDonalds down to the BP Station. Staff is waiting on a reply from them to have a meeting with staff to get a better idea of what their issues are. He wants to make sure that they have a voice, at least at the Town level, in order to be able to express those positions to PWC, VDOT, and the developer.

Mayor Foreman asked for the contact information of those individuals so that he can call them to make sure they contact staff.

Mr. Taber would provide that information to Council.

Mayor Foreman mentioned there is a public hearing scheduled with PWC's Zoning Board for the proposed NuStar ethanol storage and distribution facility on Monday, August 19, at 2 pm at the McCoart Building. He or staff needs to provide a letter to put in the Town's salient points. There will be discussions about the truck bays. He received information that there has been a new study; however, it has not been

provided. The Town's concerns need to be voiced about Possum Point Road. Whatever is done with or whatever the plan is with Possum Point Road the road has to have improvements to include extra space on the side. There has to be some kind of sidewalk or take the sidewalk out and put in a biking trail. People and bikes go up and down that road. If the road is not widened and it stays in its current state when two trucks go by at the same time their tires will go off the road. He pointed out that there have been two people hit in the past two years on that road.

Mr. Taber noted staff would be at the public hearing outlining what the concerns are. He asked the Mayor if he wanted to write a letter that could be provided at the public hearing, as was done at the previous meeting.

Mayor Foreman stated transportation is a big thing for Council.

Mr. West is keeping a very close eye on the NVT A project prioritization process coming up for FY15 so that he does not miss any possible prioritization for the Route 1 widening project for next year. He meets with the jurisdiction and agency coordinating committee of the NVT A the second Thursday of each month.

Mrs. Washington noted the maintenance of Possum Point Road is going to be another problem. She mentioned Van Buren, which is not in the Town, there have been large trucks using that road for the last couple of months, and the potholes are unbelievable.

Mr. West indicated that is one of the impacts staff will be watching. It is not just getting the road ready for the kind of traffic it will be bearing but then it will have to be maintained year after year. Discussions will be had with NuStar and VDOT about that.

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

Chief Edwards reported the following items.

- On July 22 and 23, the Police Department sponsored its annual Kids Academy. Although the number of attendees was smaller than in the past, the kids who participated in the academy were very interactive and enthusiastic! Special thanks go out to the PWC Police Department whose officers and staff provided various presentations and demonstrations during the academy and to Grace Church for allowing the use of the church for the graduation ceremony. She recognized Ray Lowry for all of his assistance with organizing, set up, and performing the flag raising. She thanked Laura O'Dell and Dorthe Tannehill for being judges of the poster competition. She thanked Teresa Johnson for setting up the presentations that were done throughout the academy.

Mayor Foreman asked if the incident that occurred with the knife at the basketball court was in Williamstown by the pool or in Ginn Memorial Park.

Chief Edwards explained that the PWC Police Department responded to the complaint because the victim went to a hospital outside the Town. The only information that was provided to her was that the victim was not cooperative and did not provide any information on who else was involved. The information provided to Council was based on what was provided to her.

Mayor Foreman asked which basketball court it was.

Chief Edwards noted it was the one in Williamstown.

**E. TOWN ATTORNEY – CHRISTINE SANDERS**

Ms. Sanders reported the following items.

- Met with members of the Parks and Recreation Commission and their concert promoter. Received, reviewed, and commented on the proposed contract for music. Researched and advised on compliance with the Virginia Public Procurement Act and the Towns' purchasing policy.
- Responded to some unusual Freedom of Information Act requests.
- Followed up with Piccard Homes surety's adjuster.

Mr. Toney asked whether the terms of the agreement on the land with the Hashimi's had expired.

Ms. Sanders asked if that was in reference to the vacation of Union Street.

Mr. Toney stated it was.

Ms. Sanders provided the information to Council earlier.

Mr. Toney thought the information provided indicated that the terms of the agreement expired in August.

Ms. Sanders would have to look at it again.

Mr. Toney asked Ms. Sanders to provide an update to Council on the matter after she reviews it.

**F. TOWN MANAGER – DAN TABER**

Mr. Taber reported the following items.

- An Administrative Assistant position for the front counter of Town Hall is open that will be advertised in house through August 13. If no internal candidates apply, applications will be accepted for two weeks starting August 14.
- Discussions are still being had about the formula that will be used to determine the transportation funding that is designated for new projects. It appears that the Town will get between \$90,000 and \$100,000 a year.

- There is an observable difference in the cleanliness of the Town with the trash being picked up and with voluntary compliance on tall grass and weeds now that the Public Works Department is fully staffed.
- Funding is available for Council to attend the Virginia Municipal League's Annual Conference scheduled for October 13 through the 15 including up two nights of lodging.

Mayor Foreman explained the NVTA is creating the formula for the transportation funding and the criteria being looked at does not fit all localities. He suggested not using the Business, Professional Occupational License (BPOL) tax since he is for eliminating it. There is nothing that says the number of school age kids cannot be used with the transient occupancy tax at the same time. He pointed out that \$96,000 is not a lot when there are millions to be had from PWC. That amount will probably get the stripe on Graham Park Road. His fear is that the Town puts something in place, and then does away with it. He used the example of BPOL, it being eliminated, and then development occurs and the meals tax looks good. His concern is the NVTA or PWC saying that is not the standard that has been used and you cannot change it. He asked when the actuals would be available for FY12.

Mr. Taber stated the actuals came in Tuesday morning. The timing is bad since Ms. Ladd is doing the end of the month consolidations. He assumed that by the beginning of next week Council will be provided that information.

Mayor Foreman asked where the Town was on an economic strategic plan. He knows the Town does not have an Economic Developer; however, the plan was started back in June of 2012. He did not want the Town to get stagnant on economic development. He asked that it be placed on the list of priorities. The Town no longer has an Economic Development Advisory Group. The Dumfries Business Association (DBA) is going to have to meet with Council to get their expertise. This is a void that needs to be filled and this is leveraging Town staff with the business owners and PWC. The Town met with PWC's Economic Developer when he first got here and in 2012, an annual report was published that included the announcement of the Eco-Energy and NuStar Ethanol Unit Train and Storage Facility. Someone on staff should be reviewing the news releases that come out for economic development. It should have been noticed in 2012 that the facility would be using Possum Point Road. In January, during the mid-year budget review, and when he went to Richmond in February there should have been discussions about additional money for the intersection problem that is going to happen. The Town needs to work with businesses to incentivize. He mentioned a family reunion that was held in the Town and they were looking for discounts from the local businesses since there was going to be over 60 people attending. The DBA was unable to assist; however, the Weems-Botts Museum provided a discount and the Town provided

giveaways, which the group liked. In talking with the individual business owners, he found that they were willing to provide discounts for events like that. The Town needs to capture this to promote the Town and its businesses. The Town needs representation at the PWC Economic Development Department meetings.

Mr. Taber noted he has reached out to the DBA in reference to the 2020 Vision Statement that speaks about citizens of the Town in good standing being provided a card that would give discounts at the various businesses. Danny Cosner will reach out to the members to determine what kind of interest there is to provide discounts. This concept can be tailored to large groups as well.

Mayor Foreman indicated that he would like a letter from the Town acknowledging the donation of the printer and cartridges. He asked why the Committee meetings and agendas cannot be posted on the Town's TV channel.

Mr. Taber was going to talk with the Information Technology Director; however, it has to do with the detail of the agenda and being able to be read the content.

Ms. Washington mentioned having brochures at the rest stops for people traveling. She suggested the DBA could assist by providing coupons to be placed in the brochure.

Mr. Toney agreed with Ms. Washington about having a brochure and suggested putting them in the hotels. He also mentioned having a summer youth program and providing tax incentives for businesses in the Town to hire a youth in the program.

Mayor Foreman recalled Council asking for an annual meeting with the DBA that did not happen. When this meeting does occur, it should be done like the one held with Historic Dumfries Virginia, who operates and manages the Weems-Botts Museum. A copy of the bylaws and charter were provided ahead of time for Council to review, which enabled Council to know what questions to ask.

#### **G. TREASURER (MOVED TO WORK SESSION)**

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

Mayor Foreman met with Delegate Torian on August 5 and discussed the following topics.

- Route 1 widening efforts to date
- Route 234/Route 1 intersection, provided the links to the simulations on the quadrant, and concerns Council has with the access road
- Cockpit Point Road connector to Potomac Shores
- Ethanol transportation along Possum Point Road
- Stage Coach Road dead ending and what it means to the intersection at Tripoli Heights

**IN RE: ACTION ITEMS****A. CREATE A QUESTIONNAIRE FOR VACANCIES ON COMMITTEE/COMMISSION SEATS TO INCLUDE A BACKGROUND CHECK – COUNCILMAN BREWER**

Mr. Brewer explained this was brought to the attention of Council due to a voicemail received by the Mayor. It is something that Council should have done quite a while ago. A questionnaire should be developed that includes a criminal background check.

Ms. Washington asked for clarification on which type of background check.

Mr. Brewer noted it would be the basic State Police background check that costs \$15.00.

Mr. Brewer moved, seconded by Mr. Foreman, to have staff develop a questionnaire for the various Boards and Commissions to include a basic background check. The motion carried by the following roll call vote: Mr. Brewer, yes; Mr. Foreman, yes; Ms. Forrester, absent; Ms. Reynolds, absent; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, absent.

**B. POLICIES AND PROCEDURES GOVERNING FUTURE COUNCIL WORK SESSIONS – COUNCILMAN BREWER**

Mr. Brewer explained that prior to Mayor Yohey serving on the Council votes were taken at work sessions, which seemed to move things along a lot faster. Voting at work sessions is entirely necessary. You cannot move things to a regular meeting unless you take a vote on it. A consensus does not do it and has been what is happening.

Mr. Brewer moved, seconded by Mr. Foreman, to allow Council to vote during a work session.

Mayor Foreman explained it goes back to the format of the meetings. Council decided that the first meeting of the month would be the business session, things would not be discussed, and more of a formal meeting. If an item were discussed at the work session, it would be moved to the consent agenda. Any Council Member can pull an item off the consent agenda for further discussion. He is okay with taking a vote at the work session; however, the vote would be to move an item to the consent agenda or move it to an action item at the first meeting of the month for final debate and a vote. He noted if votes were taken at both meetings then the meetings would be regular meetings. The only votes at a work session would move an item to the consent agenda, defeat the item, or move it to an action item for further debate and a vote.

Ms. Washington agreed otherwise work sessions have to be done away with. She likes the work session to thoroughly discuss an item before voting.

Mayor Foreman noted the one thing that hangs the Council up is adding an item at the regular meeting for discussion and a vote, which makes the meetings longer, unless it is an emergency. Things being added at the work session should happen more often.

Mr. Brewer was on board with that; however, there are cases in which a vote has to be taken for emergency purposes because the decision cannot wait two weeks. You have to leave the option open.

Ms. Sanders noted the charter allows Council to adopt an emergency ordinance.

Mr. Brewer amended the motion to allow votes to move an item to the regular session under the consent agenda, defeat an item, move an item to an action item for further debate and a vote, or vote on an item if it is time sensitive. Mayor Foreman agreed. The motion carried by the following roll call vote: Mr. Brewer, yes; Mr. Foreman, yes; Ms. Forrester, absent; Ms. Reynolds, absent; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, absent.

**IN RE: INFORMATION ITEMS (NONE)**

**IN RE: CLOSED SESSION**

Mr. Foreman moved, seconded by Mr. Brewer, 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, absent; Ms. Reynolds, absent; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, absent.

**WHEREAS, the Dumfries Town Council desires to discuss a particular subject in Closed Session during the course of its meeting of August 7, 2013; and**

**WHEREAS, the nature of the subject is the discussion of personnel matters. The discussion of same in Closed Meeting 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. Foreman moved, seconded by Mr. Toney, 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, absent; Ms. Reynolds, absent; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, absent.

**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 August 7, 2013 and certifies the matters set forth in Section 2.2-3712(D) of the Code of Virginia, 1950, as amended.

**IN RE: CONTINUATION OF MEETING TO AUGUST 20, 2013**

Mayor Foreman announced that the meeting would be continued prior to the next work session to hold a joint meeting with the Planning Commission for the purpose of holding two public hearings.

Mr. Foreman moved, seconded by Mr. Toney, to continue the meeting to August 20 at 7:00 pm. The motion carried by the following voice vote: Mr. Brewer, no; Mr. Foreman, yes; Ms. Forrester, absent; Ms. Reynolds, absent; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, absent.

Minutes submitted by

Approved by

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Dawn Hobgood  
Town Clerk

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Gerald M. Foreman  
Mayor