



DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town
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MEMORANDUM

**TO: Mayor Foreman, Vice Mayor Toney, Council
Dan Taber, Town Manager**

FROM: Christine R. Sanders, Town Attorney

DATE: January 30 2013

RE: January 2013 Report

Honorable Mayor Foreman, Vice Mayor Toney and Town Council:

Below is a list of items that I have been working on since my last report to you for the month of January 2013. It is not exhaustive, but gives you an overview.

- Consulted with Town Manager on matters concerning personnel, land use, planning and development issues—specifically the Town Center project as proposed by Mr. Singh, town ordinances, and other matters. Met with Mr. Singh regarding the location of a town water management facility for his project and capacity to include regional storm water management. Discussed Mr. Singh's ability to work with current property owners for their assent to his project.
- Criminal and Traffic Prosecutions – Obtained the dockets in Prince William County Court Clerk's offices, researched summons and statutes and met with officers in preparation for Court. Appeared in Prince William County General District Court and Juvenile and Domestic Relations Court. Responded to numerous discovery requests propounded by defense council. Appeared to argue bond motions in JDR and GDC. Received a subpoena issued to Police Department for production of documents concerning a police internal investigation and personnel file. Researched law and policy and drafted a motion to quash subpoena for internal investigative files. Scheduled for argument February 1 in Circuit Court.
- Consulted with Town Planner/Zoning Administrator to discuss pending determinations, violations, certificates of occupancy governing uses, public advertisements, and zoning text amendments. Coordinated with Mr. Brim on planning a training session for BZA and conducted training on January 23, 2013.
- Attended staff meetings to plan Council meetings and follow up issues related to matters that arose during those meetings. Included in this effort is research of Town ordinances and state law, including applicable reported case law.

- Received comment from Council re: a FOIA policy and Fundraising and Donation policy. Revisions made as discussed. Resolutions drafted for adoption on Consent Agenda at February 5, 2013 meeting of Town Council.
- Ongoing coordination with DPW consultant RDA on the Tripoli Heights drainage improvement project. Continue to finalize purchase agreements, together with RDA. Initiated contact with mortgage holders for releases on properties subject to deeds of trust. Received response from Lacy LLC regarding appraisal and await a substantive reply after their due diligence.
- Ongoing discussions regarding negotiations for renewed cable franchise agreement with telecommunications counsel and Comcast agent. Presented matter to Council at January 22 work session. Conducting additional research regarding PWC franchise, Verizon Franchise and researched Federal Telecommunications Act of 1934 and 1986. In process of significant editing of Comcast's proffered franchise renewal.
- Received input and request for research and opinion regarding applicability of business license for a preschool operated by Grace Church affiliates. Conducted same and requested additional information in order to make a determination consistent with law.
- Met with PWCSA regarding expansion and upgrade of water line through Town-owned property.
- Conducted individual council orientation for Councilman Wood.
- Met with citizens regarding zoning on their property, possible uses, including the ability to raise chickens and/or other livestock.