



## DUMFRIES, VIRGINIA

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# MEMORANDUM

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

**FROM: Christine R. Sanders, Town Attorney**

**DATE: July 18, 2012**

**RE: June 2012 Report**

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Honorable Mayor Foreman, Vice Mayor Toney and Town Council:

As a reminder, I will be working more remotely during the last week of July and during the weeks of August rather than being primarily at Town Hall. I am transitioning my daughter to college at the end of August. Please feel free to email or call me to discuss issues as they arise. I will also arrange to meet with you personally. I look forward to briefing you more thoroughly on my role as Town Attorney at the first meeting in August.

Below is a list of items that I have been working on since my last report to you for the month of May 2012. It is not exhaustive, but gives you an overview.

- Consulted with Town Manager on matters concerning personnel, land use, planning and development issues, town ordinances, freedom of information act requests, and other matters.
- 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. The Town did not have a court date for Juvenile and Domestic Relations Court in July. There has been enhanced police enforcement effort leading to enhanced court cases and time involved in prosecution of these.
- Attended seminar at the Prince William County training academy on prosecution of DUID cases. (DUID refers to driving under the influence of drugs/alcohol.)
- Consulted with Director of Community Development and Town Planner/Zoning Administrator to discuss pending determinations, violations, occupancy permit updating, public advertisements, proposed zoning text amendments.
- Consulted with Chief of Police, Captain and Town Manager regarding ongoing personnel and training issues.

- Collaborated with the Town Zoning Administrator/ Town Planner on zoning ordinance interpretations violations.
- 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.
- Responded to FOIA requests regarding criminal summons issued by Dumfries police.
- Ongoing coordination with DPW consultant RDA on the Tripoli Heights drainage improvement. Reviewed additional BAR's (basic acquisition reports) for property needed for construction of the project.
- Consulted with DPW on hoarding situation and appropriate action to take to resolve the issue safely. Also consulted on notices of violation for blight and nuisance remediation.