



## DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town  
CHARTERED 1749 INCORPORATED 1961

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### MEMORANDUM

TO: Mayor and Town Council

FROM: Daniel E. Taber, Town Manager

DATE: April 1, 2013

RE: Town Manager's Report – March 2013

During the month of March, staff completed work on the Proposed FY-14 Budget Review and the Budget Narrative that will be presented to Council on April 2, 2013. On April 2, 2013, Council will consider approving the suggested budget hearing dates that will be held prior to the public hearing and final approval of the budget.

#### **Ginn Park Project**

During March, several additional improvements were made at Ginn Park. These included the installation of the horseshoe pits, a charcoal grill, and the placement of two picnic tables. The date of April 6, 2013 from 2:00 – 4:00 PM has been selected and advertised as the “Grand Opening” of Ginn Park. Current plans include a traditional ribbon cutting ceremony, give a ways, raffle prizes, snacks and drinks, a bounce house, and a few other activities for children to participate in.

#### **Potomac Landfill**

I have been advised the Potomac Landfill will be submitting a proposal for vertical expansion of the landfill to the Town of Dumfries in the near future. When that occurs, Town Staff will play a very active role in negotiations concerning landfill related issues that are important to the Town.

#### **First Town Center Project**

The developer involved in this project failed to meet an agreed upon deadline for submission of items relating to the original application for a Conditional Use Permit. Since many things have changed in the scope of the project since the original submission, the developer has been asked to resubmit an updated and accurate application when he is ready to move forward with the project.

#### **Quarterly Meeting – Council and PWC Supervisor Maureen Caddigan**

On March 4, 2013, Town Council met with PWC Supervisor Maureen Caddigan at the Williams Ordinary in Dumfries to discuss issues of mutual concern. No specific date has been set for the next meeting.

#### **Zoning Administrator/Planner Vacancy**

Laura O'Dell, the new Zoning Administrator, started work on March 28, 2013. She most recently held the position of Zoning Administrator in Strasburg and has the certifications and experience necessary to be very successful in her role as our new Zoning Administrator/Planner.

### **Easter Egg Hunt**

As those of you who attended this function can attest to, the annual Easter Egg Hunt, held at Ginn Park, was very well organized and attended and it appeared that everyone had a very good time.

### **Quantico Civilian/Military Committee Meeting**

On March 13, 2013 at 6:30PM, the Town of Dumfries hosted the quarterly meeting of the Quantico Civilian/Military Committee held at the Marine Corps Museum. After opening statements by Mayor Foreman and the Marine Corp Base Commander, Council Members had the opportunity to meet and network with a wide range of attendees from the Marine Corp Base and surrounding jurisdictions to discuss and better understand issues that are of concern to all that attended. Based on the comments I received from attendees, this was indeed a very successful event.

### **Other Various Town Manager Activities for April**

- Daily Administrative Responsibilities
- Staff Meetings
- Regular Council Meeting
- Briefings and Meetings with Town Attorney On Several Issues
- Individual Meetings with Staff
- Individual Meetings and Telephone Conversations with Council Members
- Individual Meetings and Conversations with Citizens
- Senior Citizen's Luncheon
- Various Committee Meetings
- Board of Zoning Appeals Meeting
- Attendance at Boys and Girls Club Meeting
- Personnel Related Meetings
- Weekly Drive-Through of the Town
- Informational Meeting with Representatives of the Potomac Shores Development

Should you have any questions or concerns, please contact me.