



## DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town  
CHARTERED 1749 INCORPORATED 1961

17755 Main Street  
Dumfries, Virginia 22026-2386  
Tel: 703-221-3400 / Fax: 703-221-3544  
[www.dumfriesva.gov](http://www.dumfriesva.gov)

### MEMORANDUM

TO: Mayor and Town Council

FROM: Daniel E. Taber, Town Manager

DATE: May 1, 2013

RE: Town Manager's Report – May 2013

During the month of April, staff worked on a wide variety of issues intended to move the Town forward on completing several of the projects that are funded in the FY 13 Budget. Included in those projects are the new entrance signs to the Town, the first of the historical marker signs, and the announcement board that will be installed in front of Town Hall. In addition, we are moving forward with the replacement of microphones and the design and construction of a voter board in Council Chambers, and the construction of a small handicap ramp leading to the dais. These projects are in various stages of completion and it is anticipated that they will all be completed by the end of the fiscal year.

#### **Ginn Park Project**

The “Grand Opening” of Ginn Park was held on April 6, 2013 from 2:00 – 4:00 PM and included several speeches from elected officials and a ribbon cutting ceremony. There was significant attendance at the event that included a variety of refreshments, games, door prizes and other fun events.

#### **Potomac Landfill**

Staff continues to be in contact with DEQ concerning their inspections at the landfill and other related items. Dialog continues with PLI concerning their desire to submit plans for expanding the landfill with certain restrictions and a guaranteed closure date. No specific details are yet available and staff is in the process of developing a letter outlining exactly what the Town would require if any expansion approval was given.

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

There has been no further submissions or applications made to the Town from the developer concerning this project. Until such time as something is submitted, the monthly report will no longer address this issue.

#### **Delinquent Business License Enforcement**

Staff will begin following up on those businesses that are delinquent in obtaining their 2013 Business Licenses. I personally was directly involved with a business that had not paid their 2012 BPOL taxes and had failed to obtain their 2013 Business license. Under the threat of criminal charges, this business paid almost \$4,000.00 in taxes, penalties, and interest. Once property taxes are mailed and processed, we will put a greater emphasis on this issue.

### **Parks and Recreation Committee/Commission**

As directed by Council, I have initiated efforts to solicit volunteers to participate as members of the Parks and Recreation Committee/Commission for FY 14. The information is on the Town Website and was included in the most recent Town newsletter. At this point I have received one inquiry concerning this opportunity. After getting input from the Ginn Park Committee, I will be presenting a proposed "charter" for this group to Council for their input and approval.

### **Potomac Shores - Route 1/Route 234 Proposed Intersection Design**

At the direction of Council, I have sent emails and letters to all of the principals involved in this project stating the Town's objections to several of the proposed future roadway changes. In addition, I have asked that the Town be notified of all future public hearings and meetings that may be held on this proposal.

### **Ethanol Plant Approval in PWC**

I have contacted Prince William County and advised them of the Town's concerns regarding the proposed ethanol facility in the County that will increase truck traffic on Possum Point Road. In addition, I have asked that the Town be contacted concerning all future public hearings and meetings that may be held on this proposal.

### **Dumpster Clean Up Program**

Prince William County, in conjunction with the Town of Dumfries, held a clean-up event wherein large dumpsters were placed at Ginn Park on April 27<sup>th</sup> and made available for residents to utilize cost free. Unfortunately, Town staff did not publicize the event to the degree that should have been done and there was very little participation. This matter was addressed with staff to prevent a repeat of this oversight in the future.

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

- Daily Administrative Responsibilities
- Staff Meetings
- Regular Council Meeting and Work Session
- Special Work Session
- Briefings and Meetings with Town Attorney On Several Issues
- Individual Meetings with Staff
- Farmer's Market Opening
- Individual Meetings and Telephone Conversations with Council Members
- Individual Meetings and Conversations with Citizens
- Various Committee Meetings
- Personnel Related Meetings
- Weekly Drive-Through of the Town

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