



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: March 1, 2012

RE: Town Manager's Report

During the month of February 2012, a significant amount of time was spent dealing with budget-related issues pertinent to both the mid-year budget review and the formulation of the FY 13 budget proposal. The following information provides more specific details on activities and important issues occurring during the month.

Ginn Park Project

On February 7, 2012, Town Council approved changes to the CIP that will facilitate moving forward with the initial phase of construction at Ginn Park. In approving the mid-year budget adjustments, Council added \$10,000 to the funding set aside for the park in FY 12. The Director of Public Works has indicated that there should be some noticeable site work started at the park in the next month or two. In addition, he will be meeting with Prince William County Staff to discuss the availability of future support for this park project.

Potomac Landfill

Over the past month, there has been a significant decrease in odor-related complaints that have been brought to the Town's attention. Potomac Landfill has been providing information to the Town concerning their request to meet with Town staff to discuss future development-related issues involving the landfill. I anticipate having key staff members participate in a tour of the landfill early in March as the first step in the meeting process.

First Town Center Project

This project continues to move forward with the next step being a public hearing before the Planning Commission set for March 12, 2012. Staff continues to meet with the developer and his representatives to finalize outstanding issues and concerns relative to the project.

VML Local Government Day

On February 9, 2012, Councilman Toney and I drove to Richmond for the VML Local Government Day. VML staff and other speakers gave presentations on pending legislation with

an emphasis on budget related matters. It is much too early to make predictions on a lot of the proposed legislation but one thing remains clear. Local governments continue to remain at risk for further reductions in state funding available to localities in FY 13 and beyond.

Mr. Toney and I visited the offices of Senators Puller, Senator Colgan, and Delegate Torian. We were able to speak directly with Senator Colgan, but Senator Puller and Delegate Torian had committee meeting obligations and were not available. We did, however, speak with their aides and asked them to relay our thanks to them for their support and assistance with our legislative package.

Zoning Administrator Interviews

As you are aware, David Moss will be leaving us to relocate as a result of a major career opportunity that was presented to his wife. We are conducting a process to fill his position and received more than forty applications. On February 13, 2012, we conducted telephone interviews with the top candidates in an effort to narrow down the field for final interviews. Four applicants have been invited to participate in the next phase of the selection process, which will be held in early March.

Quarterly Meeting with Supervisor Caddigan

On February 22, 2012, I participated in what I hope to be a reoccurring quarterly meeting with Supervisor Maureen Caddigan, Town Council, Deputy County Executive Susan Roltsch, and Town staff members to discuss a number of items of mutual concern and interest to the Town and the County. I feel that the meeting was beneficial to all concerned and the information shared provided a good basis for meaningful discussion.

Other Various Town Manager Activities for February

- Daily Administrative Responsibilities
- Staff Meetings
- Regular and Special 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
- Review of YTD Budget
- Personnel Related Meetings
- Black History Month Celebration
- Chamber of Commerce Presentation - Manassas
- Senior Citizens Luncheon
- Meeting with St. Francis Church pastor and outreach staff
- Participated in Birthday Bag Collection for ACTs

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