

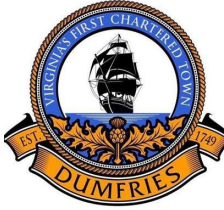
Town of Dumfries Council Meeting Packet



Derrick R. Wood, Mayor
Monaé S. Nickerson, Vice Mayor
Selonia B. Miles, Chair Pro Tem
Tyrone Brown, Councilmember
Brian K. Fields, Councilmember
Shaun Peet, Councilmember
Caetrina A. Peterson, Councilmember

Jonet Prevost-White, Interim Town Manager
Sharon E. Pandak, Town Attorney
Tangi R. Hill, Town Clerk

March 7, 2023



DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town
CHARTERED 1749 INCORPORATED 1961

John Wilmer Porter Municipal Building
17739 Main Street, Suite 200
Dumfries, Virginia 22026
Tel: 703-221-3400 / Fax: 703-221-3544
www.dumfriesva.gov

DUMFRIES TOWN COUNCIL MEETING TUESDAY, MARCH 7, 2023 AT 7:00 PM COUNCIL CHAMBERS

- I. Call to Order and Roll Call
- II. Moment of Prayer – Assistant Pastor Zenny Oluwo, Winners Church
- III. Pledge of Allegiance
- IV. Adoption of Agenda
- V. Awards and Proclamations
 - A. Proclamation in Honor of Lillian Rokosz on National Read Across America Day – Mayor Derrick Wood (Page 1)
 - B. Social Work Month 2023 Proclamation Celebrating the School Social Worker of the Year Ms. Tara W. Funches, MSW – Mayor Derrick Wood (Page 2)
 - C. Women History Month 2023 Proclamation Recognizing the National Coalition of 100 Black Women, Prince William County Chapter, Inc.; League of Women Voters of Prince William/Fauquier Area; Prince William Chapter of National Congress of Black Women; and Top Ladies of Distinction, Inc. Dale City/Prince William County – Mayor Derrick Wood (Pages 3-6)
- VI. Approval of Minutes
 - A. Dumfries Town Council Meeting Minutes – February 21, 2023 (Pages 7-10)
- VII. Citizen Comment Period
- VIII. Mayor & Council Comment
- IX. Reports and Presentations
 - A. Mason SBDC Presentation – Timm Johnson, Director, Mason SBDC, Mason Enterprise Center (Pages 11-20)
 - B. Mid-Year Presentation – Finance Director Kimberly Goodwin (Pages 21- 28)
- X. Action Items (Public Hearing)

- A. Ordinance Amending the Fiscal Year 2022-2023 Budget in the Amount of \$240,000 Capital Improvement Project for the Outdoor Fitness Court as Part of the 2023 National Fitness Campaign – **Public Hearing** (Pages 29-31)
- B. Resolution Authorizing the Interim Town Manager to Advertise a Public Hearing to Consider an Ordinance Amending the Fiscal Year 2022-2023 Budget in the Amount of \$ 3,499,958.68 ARPA Funding – **Public Hearing Date of March 21, 2023** (Pages 32-35)
- C. Resolution to Support the Restoration of Transportation for Children to the Boys and Girls Club and to Reconsider School Zoning Changes (Pages 36-38)

XI. Closed Session

- A. Discuss One Personnel Matter Relating to Consideration of Prospective Candidates for the New Town Manager Pursuant to Va. Code § 2.2-3711. A(1) (Pages 39-40)

XII. Adjournment



**PROCLAMATION IN HONOR OF LILLIAN ROKOSZ
ON NATIONAL READ ACROSS AMERICA DAY**

WHEREAS, Lillian Rokosz is a gifted and talented member of our community who aspires to be an author and is passionate advocate for literacy and reading; and

WHEREAS, March 2nd is National Read Across America Day, a day dedicated to celebrating and recognizing the power of reading, and encouraging children, teenagers, and adults to pick up a book and read; and

WHEREAS, the Town of Dumfries recognizes the importance of literacy and the role it plays in shaping the minds and futures of our youth; and

WHEREAS, reading is fundamental to success in all aspects of life, and the love of reading begins at home with parents, caregivers, and families; and

WHEREAS, the citizens of the Town of Dumfries stand firmly committed to promoting reading as the catalyst for our students' future academic success, their preparation for America's jobs of the future, and their ability to compete in a global economy; and

WHEREAS, the Town of Dumfries has provided significant leadership in the area of community involvement in the education of our youth, grounded in the principle that educational investment is key to the community's wellbeing and long-term quality of life; and

WHEREAS, the Town of Dumfries recognizes that a child's literacy development is a shared responsibility, and that family and community involvement is essential to promoting literacy and fostering a lifelong love of reading in our children.

NOW, THEREFORE, THE TOWN COUNCIL OF DUMFRIES, VIRGINIA, do hereby proclaim March 2, 2023 as National Read Across America Day in the Town of Dumfries.

FUTHERMORE, we recognize and honor Lillian Rokosz for her dedication to promoting literacy and reading in our community, and we encourage all residents to take part in National Read Across America Day by taking the time to read with a child, sharing their favorite book, and creating a fun and positive reading experience for children in our community. Let us all join together in celebrating and recognizing the power of reading and let us all work to promote literacy and the love of reading among our children, teenagers, and adults.

Derrick R. Wood, Mayor
Town of Dumfries
March 7, 2023



**SOCIAL WORK MONTH 2023 PROCLAMATION
CELEBRATING SCHOOL SOCIAL WORKER OF THE YEAR
TARA W. FUNCHES, MSW**

WHEREAS, Social Workers across the nation celebrate the month of March as National Social Work Month, recognizing the important role they play in helping individuals, families, and communities overcome barriers and reach their full potential; and

WHEREAS, March 21, 2023 is designated as World Social Work Day, a global celebration of the social work profession and its contributions to society; and

WHEREAS, March 5-11, 2023 is designated as School Social Work Week, honoring the invaluable work of School Social Workers in supporting students and families in schools; and

WHEREAS, in addition to these national celebrations, the Northern Region of Virginia has an additional reason to celebrate this year's Social Work Month with the awarding of the "School Social Worker of the Year" (SSWOTY) 2023 to Tara W. Funches, MSW, presented by the Virginia Association of School Social Workers ~ Northern Region (VA SSW); and

WHEREAS, Tara W. Funches has earned this distinct honor through her outstanding work as a School Social Worker, breaking down barriers and empowering students and families to overcome challenges and reach their full potential; and

WHEREAS, this year's theme, "Social Work Breaks Barriers," reflects the important work that Social Workers do every day to fight social injustice, respect the dignity and worth of all people, and help individuals, families, and communities overcome obstacles to better well-being; and

WHEREAS, the Northern region's counties, including Arlington, Culpepper, Fairfax, Falls Church City, Fauquier, Fredericksburg, King George, Loudon, Manassas City, Manassas Park, Orange, Prince William, Spotsylvania, Stafford, and Warren, are proud to honor the important contributions of Social Workers and School Social Workers like Tara W. Funches.

NOW, THEREFORE, THE TOWN COUNCIL OF DUMFRIES, VIRGINIA, do hereby proclaim **March 2023 as Social Work Month** and call upon all citizens to recognize and celebrate the vital role that Social Workers and School Social Workers play in our communities. We extend our warmest congratulations to Tara W. Funches, MSW, for earning the School Social Worker of the Year 2023 award and thank her for her outstanding contributions to the well-being of our students and families.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Dumfries to be affixed this 7th day of March 2023.

Derrick R. Wood, Mayor
Town of Dumfries
March 7, 2023



**PROCLAMATION RECOGNIZING WOMEN'S HISTORY MONTH
NATIONAL COALITION OF 100 BLACK WOMEN
PRINCE WILLIAM COUNTY CHAPTER, INC.**

WHEREAS, American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways, and have played and continue to play critical economic, cultural, and social role in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home; and

WHEREAS, American women have played a unique role throughout the history of the Nation by providing the majority of the volunteer labor force of the Nation, were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation, and served as early leaders in the forefront of every major progressive social change movement; and

WHEREAS, American women have served our country courageously in the military, and have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all; and


WHEREAS, the theme for the 2023 National Women's History Month is "Celebrating Women Who Tell Our Stories," and the National Coalition of 100 Black Women, Prince William County Chapter, Inc. has been instrumental in providing leadership, advocacy, and mentorship to young women in our community, and in helping to promote social and economic, and political change for all women; and

WHEREAS, despite these contributions, the role of American women in history has been consistently overlooked and undervalued, in the literature, teaching and study of American history.

NOW, THEREFORE, THE TOWN COUNCIL OF DUMFRIES, VIRGINIA, do hereby proclaim March 2023 as **National Women's History Month** in the Town of Dumfries, and recognize the National Coalition of 100 Black Women, Prince William County Chapter, Inc. for its contributions to advancing the cause of women in our community.

FURTHERMORE, we commend the organization for its tireless efforts to promote gender and racial equity, and for its work in inspiring and empowering the next generation of leaders. Let us celebrate the theme of "Celebrating Women Who Tell Our Stories" and recognize the contributions of the National Coalition of 100 Black Women, Prince William County Chapter, Inc. in telling the stories of Black women and advancing their voices.

We call upon the residents of the Town of Dumfries and surrounding communities to join me in celebrating the achievements and contributions of American women, and particularly the women in our community, to our Nation's history and to our future.


Derrick R. Wood, Mayor
Town of Dumfries
March 7, 2023



**PROCLAMATION RECOGNIZING WOMEN’S HISTORY MONTH
LEAGUE OF WOMEN VOTERS OF PRINCE WILLIAM – FAUQUIER AREA**

WHEREAS, American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways, and have played and continue to play critical economic, cultural, and social role in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home; and

WHEREAS, American women have played a unique role throughout the history of the Nation by providing the majority of the volunteer labor force of the Nation, were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation, and served as early leaders in the forefront of every major progressive social change movement; and

WHEREAS, American women have served our country courageously in the military, and have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all; and

WHEREAS, the theme for the 2023 National Women’s History Month is “Celebrating Women Who Tell Our Stories,” and the League of Women Voters of Prince William - Fauquier Area has been instrumental in empowering women to participate in the democratic process, and in advocating for policies that promote social and economic justice, and fair elections; and

WHEREAS, despite these contributions, the role of American women in history has been consistently overlooked and undervalued, in the literature, teaching, and study of American history.

NOW, THEREFORE, THE TOWN COUNCIL OF DUMFRIES, VIRGINIA, do hereby proclaim March 2023 as **National Women’s History Month** in the Town of Dumfries, and recognize the League of Women Voters of Prince William - Fauquier Area for its contributions to advancing the cause of women in our community.

FURTHERMORE, we commend the organization for its tireless efforts to promote civic engagement and to protect and expand the voting rights of all citizens. Let us celebrate the theme of “Celebrating Women Who Tell Our Stories” and recognize the contributions of the League of Women Voters of Prince William - Fauquier Area in promoting democracy and civic participation.

We call upon the residents of the Town of Dumfries and surrounding communities to join me in celebrating the achievements and contributions of American women, and particularly the women in our community, to our Nation's history and to our future.

Derrick R. Wood, Mayor
Town of Dumfries
March 7, 2023



**PROCLAMATION RECOGNIZING WOMEN'S HISTORY MONTH
PRINCE WILLIAM CHAPTER OF THE NATIONAL CONGRESS OF BLACK WOMEN**

WHEREAS, women have played a vital role in history, our state, and our town, and their contributions have often been overlooked or undervalued; and

WHEREAS, American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways; and

WHEREAS, Women History Month is celebrated in March to honor the achievements of women and to recognize their indispensable role in the advancement of society; and

WHEREAS, the Prince William Chapter of the National Congress of Black Women is an organization dedicated to advancing the needs and concerns of women, particularly Black women, through advocacy, education, and empowerment; and

WHEREAS, the Prince William Chapter of the National Congress of Black Women has been a strong voice for social justice, civil rights, and equal opportunities for all; and

NOW, THEREFORE, THE TOWN COUNCIL OF DUMFRIES, VIRGINIA, do hereby proclaim March 2023 as **National Women's History Month** in the Town of Dumfries, and recognize the Prince William Chapter of the National Congress of Black Women for their outstanding service to our community.

FURTHERMORE, we commend the Prince William Chapter of the National Congress of Black Women for their dedication to empowering women, particularly Black women, and promoting social justice, and we encourage all residents to join us in celebrating the achievements of women and the vital role they play in our society.

A handwritten signature in black ink, appearing to read "Derrick R. Wood", is written over a horizontal line.

Derrick R. Wood, Mayor
Town of Dumfries
March 7, 2023



**PROCLAMATION RECOGNIZING WOMEN’S HISTORY MONTH
TOP LADIES OF DISTINCTION, INC.
DALE CITY – PRINCE WILLIAM COUNTY CHAPTER**

WHEREAS, American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways; and

WHEREAS, have played and continue to play critical economic, cultural, and social roles in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home; and

WHEREAS, American women have played a unique role throughout the history of the Nation by providing the majority of the volunteer labor force of the Nation; and

WHEREAS, American women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation; and

WHEREAS, American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement; and

WHEREAS, American women have served our country courageously in the military, and have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all; and

WHEREAS, despite these contributions, the role of American women in history has been consistently overlooked and undervalued, in the literature, teaching and study of American history; and

WHEREAS, the theme for the 2023 National Women’s History Month is “Celebrating Women Who Tell Our Stories,” and the Top Ladies of Distinction, Inc. Dale City – Prince William County Chapter is an organization dedicated to enhancing the lives of women, youth, and seniors through community service and leadership development; and

WHEREAS, Women’s History Month is celebrated in March to honor the achievements of women and to recognize their indispensable role in the advancement of our society. The members of the Top Ladies of Distinction, Inc. Dale City – Prince William County Chapter have made significant contributions to our community through their volunteer work and commitment to empowering women.

NOW, THEREFORE, THE TOWN COUNCIL OF DUMFRIES, VIRGINIA, do hereby proclaim March 2023 as **National Women’s History Month** in the Town of Dumfries, and recognize the Top Ladies of Distinction, Inc. Dale City – Prince William County Chapter for their outstanding service to our community.

FURTHERMORE, we commend the Top Ladies of Distinction, Inc. Dale City – Prince William County Chapter for their dedication to empowering women and promoting social justice, and we encourage all residents to join us in celebrating the achievements of American women and the vital role they play in our society.

Derrick R. Wood, Mayor
Town of Dumfries
March 7, 2023

**DUMFRIES TOWN COUNCIL
MEETING MINUTES
TUESDAY, FEBRUARY 21, 2023**

MEETING HELD IN COUNCIL CHAMBERS

A video recording of this meeting is available on the Town's Website at www.dumfriesva.gov and YouTube Channel at <https://youtube.com/live/7azDTK6Y9yE>

I. Call to Order and Roll Call

At 7:00 PM, Mayor Wood called the meeting to order. The following members were recorded as present: Brown, Fields, Miles, Nickerson, Peet, Peterson, and Wood.

II. Prayer Pledge of Allegiance

A moment prayer was led by Rev. Dr. Chrystal Woodard, of Dumfries United Methodist Church.

III. Pledge of Allegiance

Mayor Woods asked all to stand for the Pledge of Allegiance.

IV. Adoption of the Agenda

Chair Pro Tem Miles requested the agenda be amended to add a Closed Session after IX. Action Items. On a motion made by Councilman Peet, seconded by Councilman Brown to adopt the amended agenda placing a Closed Session after Item IX. Action Items. Vote 7-0-0 (Yes: Brown, Fields, Nickerson, Miles, Peet, Peterson, and Wood; No: N/A; Abstain: N/A)

V. Awards and Proclamations

The following proclamation was presented:

Proclamation Declaring February 2023 as Career Technical Education Month – Mayor Derrick Wood

VI. Approval of Minutes

Dumfries Town Council Meeting Minutes – March 7, 2023

On a motion made by Chair Pro Tem Miles, seconded by Councilman Peet to approve the minutes of the March 7, 2023, Council meeting. Vote 6-0-1 (Yes: Brown, Fields, Miles, Peet, Peterson, and Wood; No: N/A; Abstain: Nickerson).

VII. Citizens Comments

Citizen comment was presented. Mayor Wood read a letter from the Young Marines into record.

VIII. Reports and Presentations

Historic Dumfries Quarterly Report Update – Lisa Timmerman, Historic Dumfries Executive Director

Interim Town Manager Prevost-White informed the Council that Historic Dumfries Executive Director Lisa Timmerman would not be present. However, her report was provided in their agenda packet.

General Heiser Branch Boys & Girls Club of Greater Washington Prince William County/Manassas Branches Update – Judy Moore, Club Director

Club Director Judy Moore presented the General Heiser Branch Boys & Girls Club of Greater Washington Prince William County/Manassas Branches Update. Questions from the Council were addressed.

FY23 Mid-Year Budget Review - Jonet Prevost-White, Interim Town Manager/Public Works Director

Interim Town Manager Prevost-White presented the FY23 Mid-Year Budget. Council posed questions to Interim Town Manager/Public Works Director Prevost-White. Council requested that the FY23 Mid-Year Budget Review be presented at their March 7, 2023 meeting by Finance Director Kimberly Goodwin and that answers to questions posed by presented at that time.

FY 23 Capital Improvement Project Update – Jonet Prevost-White, Interim Town Manager/Public Works Director

Interim Town Manager/Public Works Director Prevost-White presented the

FY23 Capital Improvement Project Update. Questions from the Council were addressed.

Town Manager's Report – Jonet Prevost-White, Interim Town Manager/Public Works Director

Interim Town Manager/Public Works Director Prevost-White presented the Town Manager's Report. Questions from the Council were addressed.

IX. Action Items

Resolution Adopting the Updated 2022 Prince William County Solid Waste Management Plan – Jonet Prevost-White, Interim Town Manager/Public Works Director

On a motion made by Councilman Peet, seconded by Councilman Fields to adopt the Resolution of the Updated 2022 Prince William County Solid Waste Management Plan. Vote 7-0-0 (Yes: Brown, Fields, Nickerson, Miles, Peet, Peterson, and Wood; No: N/A; Abstain: N/A).

Resolution to Adopt and Allocate Funds for an Outdoor Fitness Court® as part of the 2023 National Fitness Campaign – Mayor Derrick Wood

On a motion made by Vice Mayor Nickerson, seconded by Councilman Peet to adopt the resolution with the following amendments: 1) title revision to Resolution to Participate in Outdoor Fitness Court and add a resolved stating that the Town Manager is to bring back to Council a plan and resolution for appropriation of funds to meet the grant requirements and a public hearing if required is set for March 7, 2023. Vote 7-0-0 (Yes: Brown, Fields, Nickerson, Miles, Peet, Peterson, and Wood; No: N/A; Abstain: N/A).

X. Closed Session

Discussion of One (1) Matter of Actual litigation, CCATT LLC v. Town of Dumfries, Case No. CL21002032-00 and One (1) Personnel Matter Relating to Assignment of Specific Employee pursuant to Va. Code §§2.2-3711.A(1) & (7)

On a motion made by Mayor Wood, seconded by Vice Mayor Nickerson, the Council convened in Closed Session, after a recess at 8:50 pm, at 9:00 pm pursuant to Va. Code §§2.2-3711.A.(1) and (7) for the discussion of a matter of actual litigation, CCATT LLC v. Town of Dumfries, Case No. CL21002032-00 and a personnel matter relating to assignment of specific

employee. Vote 7-0-0 Yes: Brown, Fields, Peterson, Miles, Peet, Nickerson, and Wood; No: N/A; Abstain: N/A).

On a motion made by Vice Mayor Nickerson, seconded by Chair Pro Tem Miles, the Council concluded Closed Session and reconvened in Open Session at 10:26 pm certifying that only matters required in closed session were discussed in closed session. Vote 7-0 (Yes: Brown, Fields, Peterson, Miles, Peet, Nickerson, and Wood; No: N/A; Abstain: N/A).

Adjournment

Mayor Wood adjourned the meeting at 10:28 pm.



Dumfries Town Council

Timm Johnson, Director, Mason SBDC

March 07, 2023

Mason Entrepreneurial Ecosystem



Women's Business Center

Last year's impact was \$1.6 Billion, achieved through 42,000 hours of 1:1 counseling to 11,000 small businesses, 738 training programs for 20,000 attendees, and 378 companies incubated

Mason SBDC

- One of 26 Centers in the VA SBDC Network
- Northern Virginia – Prince William, Fairfax, Arlington, Loudoun Counties and Cities.
- One-on-One Counseling and Business Workshops, Resources and Referrals
- SBA Impact Goals – Jobs, Capital Investment, Sales Growth, New Business Starts, 5 Hours per Client.
- MOU with PWC Dept. of Economic Development, City of Manassas
- New MOUs with Herndon, Vienna

Mason SBDC Business Expertise

- Business Startup Administrative Steps
 - Financing and Financial Management
 - Marketing and Sales
 - Digital Marketing Presence
 - Value Proposition Design
 - Automation Tools & eCommerce
 - Lead Generation and Sales Process
 - Accounting, Human Resources and Back Office IT
 - Cybersecurity
 - Franchise, Business Acquisition and M&A
-

Mason SBDC Industry Expertise

- Technology
 - Government Contracting
 - Professional Services
 - Construction Contracting
 - Child Care
 - Health Care
 - Retail
 - Restaurant, Brewery, Catering and Food Trucks
 - Entertainment
-

VA SBDC Specialty Programs

- Innovation and Commercialization Assistance Program (ICAP)
- International Business Development Program (IBD)
- Craft Beverage Assistance Program (CBA)
- Retailers and Restaurant Program (STAMP)
- Cyber Security Assistance Program
- Early Education Business Program

Upcoming Workshops – Live Webinars

- Start A Business (Legal & Administrative Steps)
- Financing Your Small Business
- Preparing Your Pitch – Developing Your Business Briefing
- Value Proposition Design
- Marketing 101
- SEO And Social Selling
- Government Contracting 101
- Cybersecurity Readiness

Register at Mason SBDC <https://masonsbdc.org/workshop/>

Cohort Series

- Metropolitan Washington Airport Authority
 - 9 week Executive Certification Cohort for 20 minority contractors looking to do business with MWAA
- Prince William County Business Startup Cohort
 - 10 week covering Value Proposition Design, Customer Discovery and Business Model Validation, Marketing Content, Digital footprint, Accounting, Financial Management, Insurance, Business Registration and Real Estate
- City of Manassas Entrepreneur Workshop – 3 Weeks

Dumfries SBDC Economic Impact

Prince William County

- 794 Clients since 2020
- 4,300 Counseling Hours
- 1,616 Jobs supported
- \$33M in Capital Investment

Demographics

- 73% Minority Owned Businesses
- 54% Women Owned Businesses
- 22% Veteran Owned Businesses
- 75% In Business
- 25% Not in Business

Town of Dumfries

- 66 Clients since 2020
- 405 Counseling Hours
- 70 Jobs supported
- \$762M in Capital Investment

Demographics

- 91% Minority Owned Businesses
- 62% Women Owned Businesses
- 26% Veteran Owned Businesses
- 61% In Business
- 39% Not in Business

Contact

Mason SBDC
10306 Eaton Place, Suite 180
Fairfax, VA 22030

(703) 261-4105

Timm@masonsbdc.org

<https://www.masonsbdc.org/>

TOWN OF DUMFRIES

MID-YEAR BUDGET REVIEW

MARCH 7, 2023

Kimberly Goodwin, Director of Finance

What We're Watching

- Consumer confidence improvement year-over year
 - Strong labor market continues to improve economic confidence
 - Unemployment 3.4%, slightly below pre-pandemic of 3.5%
- Virginia Real Estate shift
 - Virginia's supply of houses continues to increase. Sales have slowed down due to rising mortgage rates.
 - Rank 12th among the 50 states and growing faster than the national average
- Hotel Revenues Surpass 2019
 - 14.9% Higher than pre-pandemic levels. Hotel Rooms increased by 5% in January 2023 compared to 2019.

TOWN OF DUMFRIES Mid-Year Revenue Key Highlights

Category	Budgeted	Mid-Year	Remaining	Percentage to Budget Target
Real Estate Taxes	\$ 1,200,000.00	\$ 565,328.53	\$ (634,671.47)	47%
DMV Revenue	\$ 72,000.00	\$ 107,991.02	\$ 35,991.02	150%
Francise License	\$ 28,400.00	\$ 56,800.00	\$ 28,400.00	200%
Gaming Tax	\$ 1,000,000.00	\$ 604,433.58	\$ (395,566.42)	60%
Utility Tax-Elec/Phone/Gas	\$ 170,000.00	\$ 101,426.27	\$ (68,573.73)	60%
Telecommunication Tax	\$ 142,140.00	\$ 76,118.43	\$ (66,021.57)	54%
Transient Tax	\$ 60,000.00	\$ 45,806.15	\$ (14,193.85)	76%
Meals Tax	\$ 875,000.00	\$ 573,689.65	\$ (301,310.35)	66%
Building Permits & Fees	\$ 150,000.00	\$ 182,626.93	\$ 32,626.93	122%
Municipal Complex	\$ 601,707.00	\$ 368,812.62	\$ (232,894.38)	61%
Street & Hwy Maintance	\$ 279,074.00	\$ 150,376.28	\$ (128,697.72)	54%
Police Aid	\$ 150,101.00	\$ 85,048.65	\$ (65,052.35)	57%
DEQ Litter Prevention-Recycling Grant	\$ 12,000.00	\$ 18,000.00	\$ 6,000.00	150%
2% Regional Transient Occupancy Tax	\$ 140,000.00	\$ 84,000.00	\$ (56,000.00)	60%
American Rescue Plan Act (ARPA) Revenue	\$ 450,000.00	\$ 3,072,087.00	\$ 2,622,087.00	683%

ACTUAL vs. BUDGET MID-YEAR EXPENDITURES

FISCAL YEAR

2023

G/L Code	Department	Actual	Budget	Remaining \$	Remaining %
411	Governing Body	\$94,632.39	\$202,636.00	\$108,003.61	53.30%
412	Adminstration	\$1,792,307.54	\$2,471,853.00	\$679,545.46	27.49%
431	Public Safety	\$1,112,675.76	\$1,744,872.00	\$632,196.24	36.23%
442	Community Development	\$236,835.31	\$419,106.00	\$182,270.69	43.49%
443	Public Works	\$687,044.33	\$1,213,338.00	\$526,293.67	43.38%
444	Stormwater	\$42,525.81	\$175,588.00	\$133,062.19	75.78%
445	Municipal Building	\$97,653.44	\$292,412.00	\$194,758.56	66.60%
481	Boards and Comissions	\$2,300.00	\$17,500.00	\$15,200.00	86.86%
495	Debt Services	\$525,325.36	\$663,393.00	\$138,067.64	20.81%
Total		\$4,591,299.94	\$7,200,698.00	\$2,609,398.06	36.24%

FUND BALANCE



A	B	C	D	E	F	G
SUMMARY OF REVENUE, APPROPRIATIONS & FUND BALANCE						
	FY 20 ADOPTED	FY 20 ACTUAL	FY21 ADOPTED	FY21 ACTUALS	FY22 ADOPTED	FY22 ACTUALS (Unaudited or Draft)
ESTIMATED BEGINNING FUND BALANCE	\$4,320,225	\$4,320,225	3,821,200	3,821,200		4,231,520
TOTAL GENERAL FUND REVENUE	\$4,984,914	\$5,052,911	5,665,975	6,479,289		9,626,327
LESS						
LESS GENERAL FUND APPROPRIATIONS	(\$4,964,914)	(\$5,062,082)	5,396,359	5,613,998		8,776,594
APPROPRIATION TO INCREASE FUND BALANCE	N/A	N/A	N/A			
EXCESS OF REVENUES OVER EXPENDITURES	20,000	-9,171	269,616	865,291		849,733
OTHER FINANCING SOURCES (USES)	-	-489,854	(650,000)	(454,971)		(75,000)
EXCESS OF REVENUES & OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES						
	\$20,000	(\$499,025)	(380,384)	410,320		774,733
ESTIMATED ENDING FUND BALANCE	\$4,340,225	\$3,821,200	\$3,440,816	\$4,231,520		\$5,006,253



Review of Spending

Let's dive in





Expenditure are currently progressing as planned- Performance Management has exceeded budget due to increasing personnel matters and a few recruitments for Public Safety and Administration.

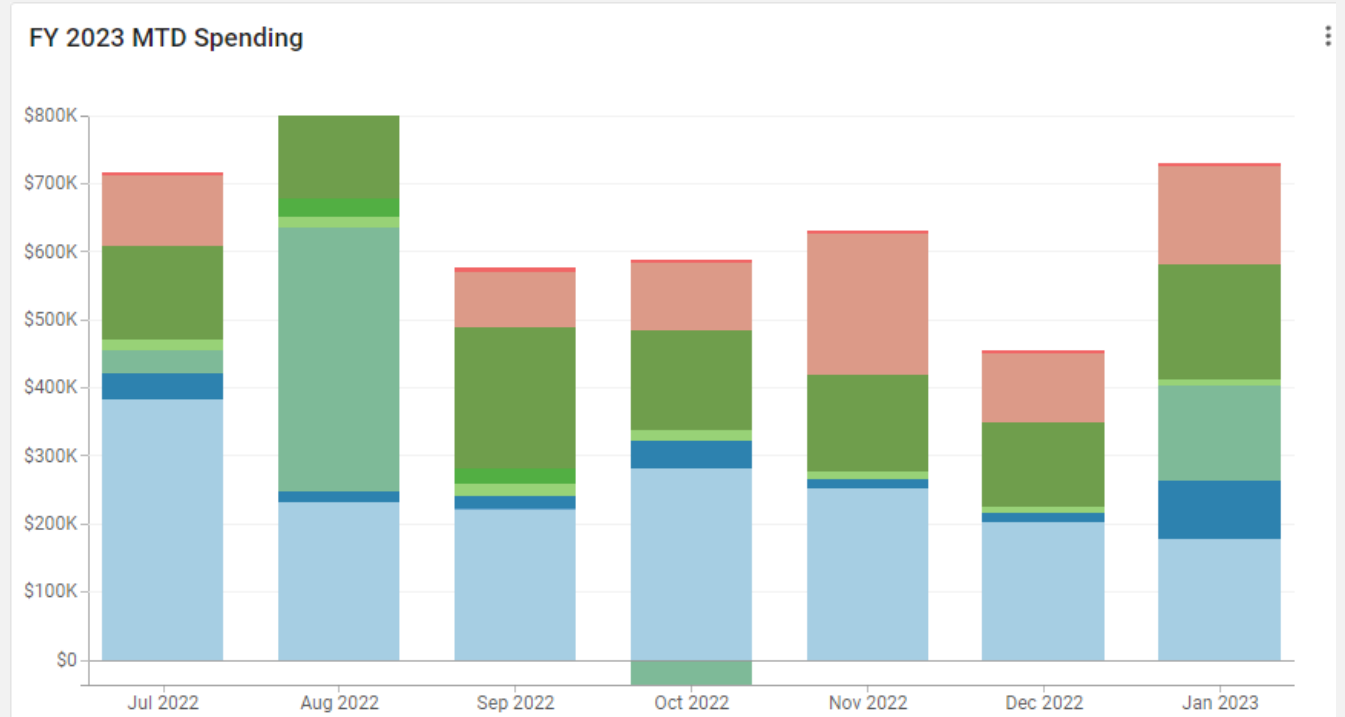
Current position filled in Administration- Finance-Staff Accountant
Customer Service Center- Assistant Customer Service Manager

Public Safety is funded for 15 staff members plus one additional officer. Currently down by 4 officers. Overtime is trending high due participation in a great number of community events such as Farmers Market, National Night Out, Blue Weekend, Christmas in Dumfries, etc. There is also extra work hours in overtime in response to the recent homicides that occurred in the Town.

Fed raised interest rates six times in 2022, causing consumers to be cautious. Reaching 6.5% in December 2022, American consumers are coping with the price and tighten their wallets, paying higher cost goods and household expenses.



OPEN SPENDING



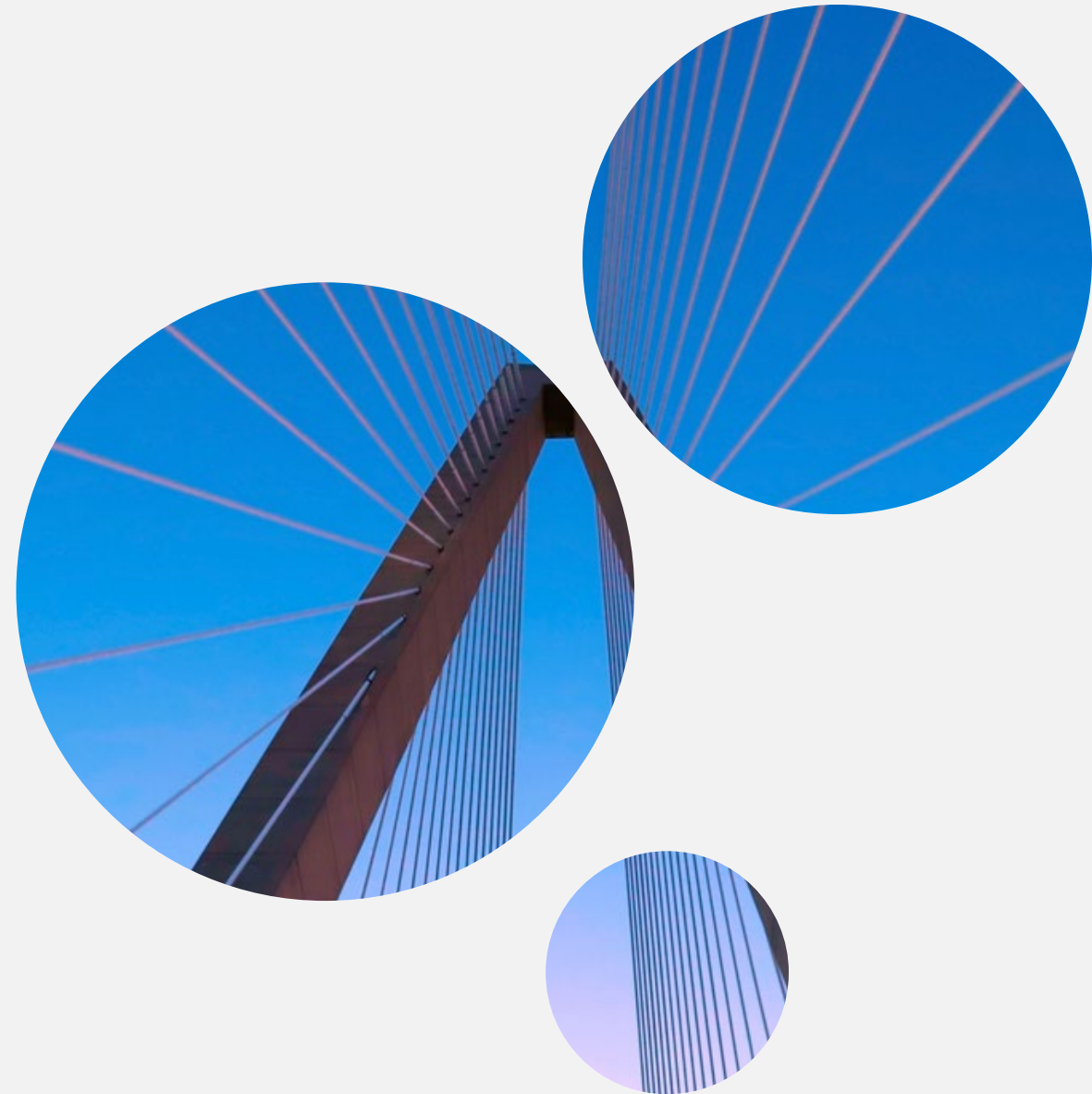
ADDITIONAL INFORMATION

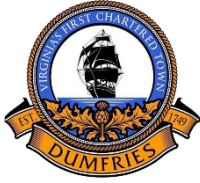
Destination Dumfries

- Utilize for a donation for the project Mend-A- House
 - Promotional Video for development in the Town
- ❖ *Affordable Housing Program*- Code update and will be carried out after the Comprehensive Plan is reviewed and updated.



QUESTIONS?





AGENDA ITEM REQUEST FORM

Item Type

Award Proclamation Resolution/Ordinance Motion Discussion

Statement of Purpose

This ordinance to is amend the budget to take money in the amount of \$240, 000 to be added to the CIP Park Improvement line item for purchase, construction, installation of an Outdoor Fitness Court.

Background/References

The Town of Dumfries was awarded a \$30,000 grant from National Fitness towards the purchase and installation of a new outdoor Fitness Court. The court will be a park improvement for citizens to use for outdoor fitness and recreation.

Fiscal Impact

\$240,000 increase to budget for purchase, construction, and installation of an outdoor Fitness Court

Suggested Motion

Adopt ordinance.

Requested Meeting Date

March 7, 2023

Attachments

- *For awards and proclamations, please attach desired language*

AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON MARCH 7, 2023, ON A MOTION DULY MADE BY _____, AND SECONDED BY _____, THE FOLLOWING ORDINANCE WAS ADOPTED BY THE FOLLOWING VOTE:

Tyrone A. Brown, ;
Brian K. Fields,;
Selonia B. Miles,;
Monaé S. Nickerson,;
Shaun R. Peet,;
Caetrina A. Peterson,;
Derrick R. Wood,;

ORDINANCE TO ACCEPT, BUDGET AND APPROPRIATE FUNDS FOR AN OUTDOOR FITNESS COURT® AS PART OF THE 2023 NATIONAL FITNESS CAMPAIGN

WHEREAS, the Town of Dumfries Town Council has been committed to being a Healthy Eating Active Living Community by identifying and supporting recreational programs that encourage active living since 2014 pursuant to Council Resolution R-2014-019; and

WHEREAS, the Town of Dumfries has been awarded a \$30,000 National Grant from the Town's National Fitness Campaign (NFC) Grant Committee and Statewide Partners towards the total cost of equipment and installation of a Fitness Court®; and

WHEREAS, the Town of Dumfries plans to promote and implement a free-to-the-public outdoor Fitness Court® in alignment with its 2014 Comprehensive Plan to provide recreational opportunities for all ages of residents within the Town, and

WHEREAS, the total estimated cost of the Fitness Court® equipment, concrete pad and installation, including \$70,000 for site work, equipment storage, and labor is \$270,000, therefore, with the grant the remaining cost to be funded by the Town is \$240,000; and

WHEREAS, the remaining estimated \$240,000 cost of the Fitness Court® can be funded by moving \$240,000 from the Town's general fund to the Town's park improvements fund; and

WHEREAS, a public hearing was noticed and advertised to amend the Fiscal Year 2022-2023 Budget in the amount of \$240,000 in accordance with Va. Code §15.2-2507 even though no 1% change in the budget is being made it is just being moved into a different category.

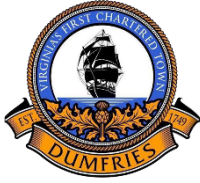
NOW, THEREFORE, BE IT ORDAINED, by the Dumfries Town Council hereby accepts the grant from the National Fitness Campaign, amends the budget to move \$240,000 from the general fund to the park improvements fund and appropriate those funds for Fitness Court® park improvements in the amount of \$240,000 plus the \$30,000 grant.

By Order of Council:

Derrick R. Wood, Mayor

ATTEST:

Tangi Hill, Town Clerk



AGENDA ITEM REQUEST FORM

Item Type

Award Proclamation Resolution/Ordinance Motion Discussion

Statement of Purpose

This ordinance is to schedule a public hearing to amend the budget to accept ARPA funding as required by Virginia Code as the amount is greater than 1% of the town total budget.

Background/References

The Town must amend the budget to appropriate ARPA funding from the previous fiscal year in the amount of \$427,871.65 and an FY23 disbursement of \$ 3,072,087.03 for a total of \$3,499,958.68.

Fiscal Impact

Increase in revenue of \$3,072,087.03.

Suggested Motion

Adopt resolution scheduling the Public Hearing for March 21, 2023 at 7pm

Requested Meeting Date

March 7, 2023

Attachments

- For awards and proclamations, please attach desired language

AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON TUESDAY, MARCH 7, 2023: ON A MOTION MADE BY _____ AND SECONDED BY _____, THIS RESOLUTION WAS ADOPTED; VOTE:

Tyrone A. Brown, ;
Brian K. Fields,;
Selonia B. Miles,;
Monaé S. Nickerson,;
Shaun R. Peet,;
Caetrina A. Peterson,;
Derrick R. Wood,;

REOLUTION TO SCHEDULE A PUBLIC HEARING TO AMEND THE FY 23 BUDGET TO APPROPRIATE ARPA FUNDING

WHEREAS, on March 11, 2021, the President of the United States signed into law House Bill 1315, the American Rescue Plan Act of 2021, (ARPA), to provide continued relief from the impact of the Covid-19 pandemic; and

WHEREAS, Dumfries has received funds in the amount of \$3,499,958.68 in ARPA funding; and

WHEREAS, the United States Department of Treasury has adopted guidance regarding the use of ARPA funds; and

WHEREAS, the Town of Dumfries, in response to the pandemic, has had expenditures and anticipates future expenditures consistent with the United States Department of Treasury's ARPA guidance; and

WHEREAS, ARPA permits the Town to use the Fiscal Recovery Funds to cover eligible costs incurred during the period beginning March 3, 2021, and ending December 31, 2024; and

WHEREAS, in order to use these ARPA funds, the Council must transfer ARPA funds received during FY 2022 and amend the Fiscal Year 2023 budget to include those ARPA funds; and

WHEREAS, a public hearing is required to amend the Fiscal Year 2023 Budget in the amount of \$3,499,958.68 in accordance with Va. Code §15.2-2507.

NOW, THEREFORE BE IT RESOLVED, that the Dumfries Town Council hold a public hearing to amend the Town's Fy23 budget in the amount of \$3,499,958.86.

The public hearing will occur on March 21, 2023.

By Order of Council:

Derrick R. Wood, Mayor

ATTEST: _____
Tangi Hill, Town Clerk

AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON MARCH 7, 2023, ON A MOTION DULY MADE BY _____, AND SECONDED BY _____, THE FOLLOWING ORDINANCE WAS ADOPTED BY THE FOLLOWING VOTE:

Tyrone A. Brown, ;
Brian K. Fields,;
Selonia B. Miles,;
Monaé S. Nickerson,;
Shaun R. Peet,;
Caetrina A. Peterson,;
Derrick R. Wood,;

ORDINANCE TO AMEND THE BUDGET TO APPROPRIATE ARPA FUNDING

WHEREAS, on March 11, 2021, the President of the United States signed into law House Bill 1315, the American Rescue Plan Act of 2021, (ARPA), to provide continued relief from the impact of the Covid-19 pandemic; and

WHEREAS, the Town of Dumfries has been negatively impacted by the COVID-19 pandemic; and

WHEREAS, Dumfries has received funds in the amount of \$3,499,958.68 in ARPA funding; and

WHEREAS, the United States Department of Treasury has adopted guidance regarding the use of ARPA funds; and

WHEREAS, the Town of Dumfries, in response to the pandemic, has had expenditures and anticipates future expenditures consistent with the United States Department of Treasury's ARPA guidance; and

WHEREAS, ARPA permits the Town to use the Fiscal Recovery Funds to cover eligible costs incurred during the period beginning March 3, 2021, and ending December 31, 2024; and

WHEREAS, in order to use these ARPA funds, the Council must transfer ARPA funds received during FY 2022 and amend the Fiscal Year 2023 budget to include those ARPA funds; and

WHEREAS, a public hearing was noticed and advertised to amend the Fiscal Year 2023 Budget in the amount of \$3,499,958.68 in accordance with Va. Code §15.2-2507.

NOW, THEREFORE BE IT ORDAINED, that the Dumfries Town Council hereby amends the Town's General Fund budget for Fiscal Year 2023 to transfer into the budget ARPA funds received during Fiscal Year 2022 as follows:

Fiscal Year 2022 Rollover ARPA Funds	\$ 427,871.65
Second Tranche	\$ 3,072,087.03
Total Amount to Amend	<u>\$ 3,499,958.68</u>

By Order of Council:

Derrick R. Wood, Mayor

ATTEST:

Tangi Hill, Town Clerk

AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON TUESDAY, MARCH 7, 2023: ON A MOTION MADE BY _____ AND SECONDED BY _____, THIS RESOLUTION WAS ADOPTED; VOTE:

Tyrone A. Brown, _____;
Brian K. Fields, _____;
Selonia B. Miles, _____;
Monaé S. Nickerson, _____;
Shaun R. Peet, _____;
Caetrina A. Peterson, _____;
Derrick R. Wood, _____;

RESOLUTION TO SUPPORT THE RESTORATION OF TRANSPORTATION FOR CHILDREN TO THE BOYS AND GIRLS CLUB AND TO RECONSIDER SCHOOL ZONING CHANGE

WHEREAS, the Town Council of Dumfries has received a report from the Boys and Girls Club indicating a significant decrease in attendance due to changes in school zoning that have impacted transportation available to children in the Town of Dumfries; and

WHEREAS, prior to recent zoning changes, Prince William County Schools provided a school bus that dropped off students from Dumfries Elementary School to the Boys and Girls Club after school, but this service is no longer available to them; and

WHEREAS, the Town of Dumfries has a long-standing partnership with the Boys and Girls Club and provides a scholarship for Town of Dumfries residents to attend the Club free of charge; and

WHEREAS, these changes in zoning have made it difficult for children in Dumfries to access the resources that the Boys and Girls Club provides, which has resulted in a significant decrease in enrollment and participation; and

WHEREAS, the Town Council of Dumfries recognizes the importance of ensuring that children have access to safe and positive resources, especially during the post-pandemic period, where they are facing mental health trauma and being overly exposed to violence.

NOW, THEREFORE, BE IT RESOLVED that the **Town Council of Dumfries, Virginia** supports the restoration of transportation for children in Dumfries to the Boys and Girls Club so that they can continue to benefit from the services provided by the Club.

BE IT FURTHER RESOLVED that the Town Council of Dumfries requests that consideration be given to Triangle Elementary School, as children from both the

Port-o-Dumfries and Townsquare neighborhoods were removed from Dumfries Elementary and assigned to Triangle Elementary in conjunction with the recent changes in zoning.

BE IT FURTHER RESOLVED that the Town Council of Dumfries requests that the Prince William County Schools reevaluate the changes in school zoning and work with the Town Council to find solutions that will ensure that children in Dumfries have access to safe and positive resources that will help them grow and thrive as young adults.

BE IT FURTHER RESOLVED that the Town Council of Dumfries will communicate this resolution to the Prince William County Schools, the Boys and Girls Club, and other relevant parties to advocate for the restoration of transportation and the reconsideration of school zoning changes.

This resolution shall become effective on March 7, 2023.

By Order of Council:

Derrick R. Wood, Mayor

Attest:

Tangi R. Hill, Town Clerk



DUMFRIES, VIRGINIA
Virginia's Oldest Continuously Chartered Town
CHARTERED 1749 INCORPORATED 1961

John Wilmer Porter Municipal Building
17739 Main Street, Suite 200
Dumfries, Virginia 22026
Tel: 703-221-3400 / Fax: 703-221-3544
www.dumfriesva.gov

March 1, 2023

Mr. Justin Wilk
Potomac District School Board Member
14715 Bristow Rd.
Manassas, VA 20112

Dear Mr. Wilk,

We are reaching out to inform you of obstacles children in the Town of Dumfries are facing with accessing school resources, and to work to find solutions to these obstacles. During a meeting of the Town Council on 2/21/23, we received a report from the Boys and Girls Club where we learned that there has been a significant decrease in attendance due to the impact that current school zoning has had on the transportation available to our students.

Prior to recent zoning, Prince William County Schools (PWCS) provided a school bus after school that dropped off students from Dumfries Elementary School at the Boys and Girls Club. When school zones were modified, the Boys and Girls Club was relocated into the zone for Swans Creek Elementary School. As a result, the children at Dumfries Elementary were no longer able to receive transport from PWCS. The Town of Dumfries has a long-standing partnership with the Boys and Girls Club in which the Town provides a scholarship for Town of Dumfries residents to attend the Club free of charge. Unfortunately, this change to the zoning has all but eliminated these children's ability to access the wonderful resources that the Club provides. Previously, many children attended the Club from Dumfries Elementary; we have noticed a 50% reduction in enrollment and participation by our elementary school children. Is there anything that can be done to restore transportation for these children? Additionally, we ask that consideration be given to Triangle Elementary School because children from both the Port-o-Dumfries and Townsquare neighborhoods were removed from Dumfries Elementary and assigned to Triangle Elementary in conjunction with this change to zoning.

We realize that it is uncommon for buses to drop off students at locations outside of their zone, but in this case, the location is in their Town and their governing body has a partnership with the organization to provide services specifically to them. This partnership exists because Council realized that we had an obligation to ensure that our children had an outlet that is both safe and positive. At a time when our children are adjusting to life post pandemic, they are battling mental health trauma and being overly exposed to violence. We share a collective responsibility to ensure they are able to take advantage of every resource we can provide for them so that they can grow and thrive as young adults.

Thank you in advance for your assistance and the unwavering dedication you provide to students in the Town of Dumfries. We look forward to working with you to find a solution that will serve in our children's best interest.

Sincerely,

Mayor Derrick Wood
Vice Mayor Monae Nickerson
Chair Pro Tem Selonia Miles
Councilman Tyrone Brown

Councilman Brian Fields
Councilman Shaun Peet
Councilwoman Caetrina Peterson

CC: Judy Moore, Branch Director- General Heiser Boys and Girls Club

MOTION:

MEETING DATE: March 7, 2023

SECOND:

RE: AUTHORIZE CLOSED MEETING

WHEREAS, the Town Council of the Town of Dumfries desires to discuss in closed meeting the following matter(s):

1. One personnel matter relating to the consideration of prospective candidates for new Town Manager pursuant to Va. Code §§2.2-3711.A.(1);

WHEREAS, pursuant to Va. Code § 2.2-3711.A(1) personnel matter – consideration of prospective candidates for new Town Manager, such discussion(s) may occur in closed meeting.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Dumfries does hereby authorize discussion of the aforesated matter(s) in closed meeting.

VOTE

AYES:

NAYS:

ABSTAIN:

ABSENT:

MOTION:

MEETING DATE: March 7, 2023

SECOND:

RE: CERTIFICATION OF CLOSED MEETING

WHEREAS, the Town Council of the Town of Dumfries has convened in closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Va. Code §2.2-3712 requires a certification by the Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Dumfries hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

VOTE

AYES:

NAYS:

ABSTAIN:

ABSENT: