

4. Schedule budget meetings
5. (Handout) Lease of the White Building
Discussion of leasing of the White Building (Review Tape I–A, portable recorder)

Staff Reports:

Building & Zoning

Mr. Bird reported:

1. We are working on the removal of four trailers at Eleanor Mobil Home Park
2. Dealing with the Commissioner of Revenue on assessments and plats that have not been recorded
3. National Flood Insurance Program: We will be required to adopt a new Zoning Ordinance to be consistent with the Federal regulations. I will refer to the Planning Commission within the next month or two because we have to adopt this new Flood Plain Ordinance by August 19th – It is extremely important to enact that ordinance by that date otherwise the community would be suspended from the National Flood Plain Insurance Program. At the next work session I will be asking the Council to refer to the Planning Commission for a public hearing and then back to Council for a public hearing and to be adopted in July

Public Works Department

Mr. Murphy reported: (Handout)

Additionally, 180 Utility markings completed with a limited crew

Public Safety:

Police Department Report (Handout)

Chief Hawkins reported:

Stimulus Plan – Cops Program
Radio frequencies have been installed
Accreditation process
Eleven were arrested in a drug raid

Fire Department Report and the Rescue Squad Report

Mr. Lyburn stated that the Fire Department and the Rescue Squad reports will be given at the next meeting

CHIEF FINANCIAL OFFICER'S REPORT

Ms. Grant reported: (Handout)

1. List of free decals for service organizations
2. Delinquent collections for personal property, real estate, water and sewer
3. DMV stops

Ms. Erard stated any delinquencies on water bills are an automatic lien on property. My recommendation is to pursue getting a judgment. Usually you file a Warrant to Debt at the same time.

Mr. Coombes recommended that we go ahead and give them the instruction to get the judgment

Mayor Rummage replied okay, it is on the record and there is no objection from the Council

Sale of property – Town attorney is looking into whether or not we are getting every thing that we should be getting from a tax sale

PRESENTATIONS

None

WORK SESSION ISSUES

- **Reinstate Council Committees – Mr. Kennedy**
(Tabled until the May Work Session)
- **Sale of Town Property - Preparation for Council Meetings**
Mr. Kennedy – Discussion of alleyways
- **Blanket Permits for Special Events – Town Manager**
Ms. Foulds – Identified the businesses that qualify for the annual permit of \$100.00. I am preparing letters to those businesses
Changes to the one-day permit will be discussed later
- **Rezone Certain Parcels South of Boundary Street from C-1 to R-2**
Mr. Coombes – Discussion of C-1 and Maritime Commercial
(Portable – A-1 Tape ½)

Ms. Erard will prepare a resolution regarding C-1 and Maritime Commercial for Council to vote on for the next meeting

Mr. Grant stated there is a resolution, recommended by the Planning Commission, that all of those properties south of Boundary Street be rezoned. This was sent to Council about 18 months ago and was never acted on. That resolution is already done. The Town Council needs to have a public hearing and do the rezoning themselves or refer it back to the Planning Commission

Mr. Coombes stated the Council should either reaffirm or not our recommendation that all eight properties be rezoned. We need to find that recommendation from the Planning Commission in 2007

Mr. Coombes stated that we, the Planning Commission, sent this to the Council a year and a half ago. At the Public Hearing we voted to recommend the rezoning of all eight parcels to Council and all that needs to be done now is that recommendation from Commission to Council – for the Council to either reaffirm or not our recommendation that all eight parcels be rezoned. We do not have to go back and duplicate this again

Mr. Bird stated I have the recommendation, and read aloud to the Council. He stated, we never did rezone anything. The Planning Commission sent a motion to the Council to ask them to request that they be directed. Mayor Rummage asked for a show of hands to refer the matter back to the Planning Commission to make their recommended rezoning

Ms. Erard stated with your permission, I will prepare a resolution regarding C-1 and Maritime Commercial for Council to vote on for the next meeting

Mayor Rummage called for a recess at this time

WORK IN PROGRESS ISSUES:

- **Dennison Street vacation**
- **Chuck Adlon discussion – Mr. Bird**
Mr. Adlon will obtain a VDOT approved set of plans
- **Riverside Meadows Street Paving – (Leave on until VDOT Paves)**
- **Boardwalk Vendors Program – 2009 – Ms. Payne**
Results of Board Walk Vendors meeting of February 13th:
 1. To remove Section of 4 weekends
 2. Update the Town Code
 3. Will have ready for the March work session
 4. To advertise in April
 5. Vote on at the May 14th Town Council Meeting
- **Sewer Capacity Purchased by County – Outstanding**
- **E911 Mapping**
Ms. Foulds reported on payment to the County on a monthly basis for participating in the reverse 911 program – Mr. Risavi stated the counties that participate, pay a fee. We are a part of Westmoreland County so that fee is already in place
- **Eleanor Trailer Park**
Mayor Rummage stated to leave this on the agenda as we need to meet our deadline of August, 2010
 1. Trailer owners have been sent a reminder letter
 2. Anticipate some resistance to the deadline
- **Police Building update – Committee Report**
(Mr. Ridgely absent from the meeting) Mr. Murphy reported:
 1. An inspection was ordered and the decision was that in order to put a second level on the existing building there would be a lack of headroom and structural issues regarding the existing foundation. The recommendation is to demolish the building
 2. Ms. King – We need to begin real serious conversation about needs, assessments, money and property. Ms. Foulds has agreed to make some contacts and move forward to getting this building built
- **Tourism & Chamber Building update**
(Mr. Ridgely absent from meeting)
- **Enterprise Zones – Attachment - Mr. Coombes**
Enterprise Zone meeting will be March 24th at 5:30 p.m.
Department of Historical Resources and the Virginia Main Street Organization on March 24th – All three entities will be coming March 24th

The President of James Monroe Foundation – Will be at the Planning Commission meeting on March 5th

Mr. Coombes – In the 1990's the Town had the opportunity to procure a planning grant for what is known as the downtown area. It was a \$25,000 grant from the State, and the Council turned it down. The people that are coming on the 24th are from the same agency that Council had turned down. Hopefully, we won't make that kind of statement again

Ms. King stated in the Economic Development meeting, we have discussed trying to get a similar grant but due to the status of the economy we decided that we go for the \$10,000 grant

OLD BUSINESS:

- **Res: #34-08 – Management of the Fund Balance for Contingencies & Capital Improvements – Pending Auditors**
Ms. Grant stated that Ms. Foulds is working on a meeting date
- **Telephone bill for water and sewer – Ms. Payne**
Ms. Payne stated this is still ongoing. The Town Manager's assistant is working on this
- **BAI – School Implementation discussion**
Mayor Rummage stated after we have the presentation from the auditors we will know the status

Ms. King stated there is a request from the Economic Development Committee there is a need for someone who is a computer graphic artist that would help the Economic Development Committee and the Tourism Council

TOWN COUNCIL AGENDA –MARCH 12, 2009

RES: - #17-09 – Adoption of FY 09 Fourth Quarter Appropriations

RES: - #18-09 - Reappointment to Town of Colonial Beach Erosion Commission

RES: - #19-09 - Authorization for the Town Manager to advertise an RFP for the renovation of the Tourism Building

OTHER MATTERS:

Mr. Kennedy – Ask permission to update the Town Code of Ordinances and Charter.

There were no objections by Council

COUNCIL CONCERNS/INPUT

None

CLOSED MEETING

None

MOTION TO ADJOURN:

Motion was made by Mr. Coombes and a second by Mr. Kennedy to adjourn the Town Council work session at 6:25 p.m. at the Colonial Beach Town Center. There were no objections. Motion carried.

Approved By:

Mayor Frederick C. Rummage