



Before the
Colonial Beach Town Council

Held at
Colonial Beach Town Center
22 Washington Avenue, Colonial Beach, VA 22443

Friday, March 23, 2018 at 6:00 p.m.
Town Council Regular Meeting

1. Call To Order
2. Moment of Silence/Pledge of Allegiance
3. Roll Call of Members
4. Approval of the Agenda
5. Approval of Minutes of the February 21, 2018 Regular Meeting and the March 10, 2018 Work Session
6. Council Announcements
7. Monthly Department Reports *(Tab A)*
 - Department of Planning and Community Development
 - Police Department
 - Department of Public Works
8. Presentations
 - Suzan French Gennace, FlackShack
 - Colonial Beach Schools ● Westmoreland County Supervisor ● Planning Commission
 - Downtown Colonial Beach
9. Old Business: None

10. New Business

- **Resolution #12-18, Appointment of Building Official *(Tab B)***

Public Hearing

- **Resolution #13-18, Authorizes the sale of 10 North Irving Avenue *(Tab C)***
 - (i) **Public Input**
 - (ii) **Council Action**
- **Resolution #14-18, Approval of Memorandum of Intent *(Tab D)***

11. Citizen Input

12. Closed Meeting

13. Adjournment/Recess

Tab A

MONTHLY COMMUNITY DEVELOPMENT REPORT
Feb-18

BUILDING/ZONING						
Type	Feb-18	YTD	Cost of Permits Feb 2018	Cost of Permits YTD	Cost of Work February 2018	Cost of Work YTD
Total New Permits	18	40	\$2,930.33	\$7,745.26	\$147,284.00	\$493,499.00
SFD Permits	0	1				
Inspections	48	83	Notes: 3 permit renewals incl in counts			
Rezoning/ Variance	0	0				

VIOLATIONS				
Case Type	Town Code	Building Code	Zoning	Property Maintenance
Cases - New	7	0	0	1
Cases - Abated	3	0	0	0
Cases - Pending	4	0	0	1
Notes:				

Town Code Violations

NEW

1) Trash/rubbish - 1 (ABATED)

2) Inoperable vehicle - 4 (Req to abate by 4/9 and 4/23)

PENDING

1) Inoperable vehicles - 1 (Req to abate by 3/18)

2) Trash/debris/refuse - 1 (ABATED)

Building Code Violations

No Infractions This Month

Zoning Violations

No Infractions This Month

Property Maintenance Violations

NEW

1) Dilapidated Shed - Req to abate by 4/9

PENDING

1) Posted Uninhabitable - (Req to abate by 3/10)

2) Posted Uninhabitable - (Req to abate by 2/17)



A State Accredited Law Enforcement Agency

Colonial Beach Police Department

Danny Plott, Chief of Police

416-B Colonial Avenue
Colonial Beach, VA 22443
(804)224-7402 FAX (804)224-8216
dplott@colonialbeachva.net

MARCH 06, 2018

POLICE ACTIVITIES FOR THE MONTH OF

FEBRUARY 01, 2018 THROUGH FEBRUARY 28, 2018

Westmoreland County Sheriff's Office
175 POLK STREET MONTROSS , VA 22520

CFS Time Consumption Summary By Department
COLONIAL BEACH PD 02/01/2018 00:00 - 02/28/2018 23:59

Call Type	CFS Total	Unit Total	Units/CFS	Minimum	Maximum	Average	Total Time
06 BREATHING PROBLEMS (E/F)	1	1	1	00:12:18	00:12:18	00:12:18	0:12:18
17 FALLS (E)	2	2	1	00:25:29	00:25:32	00:25:30	0:51:01
17 FALLS (E/F)	1	1	1	00:30:42	00:30:42	00:30:42	0:30:42
23 OVERDOSE / POISONING (E/L)	1	3	3	00:26:50	00:26:54	00:26:52	1:20:37
26 SICK PERSON (E/F)	1	1	1	00:17:28	00:17:28	00:17:28	0:17:28
911 HANG UP (CELL PHONE)	1	1	1	00:04:18	00:04:18	00:04:18	0:04:18
911 HANG UP (LANDLINE)	1	2	2	00:08:19	00:08:29	00:08:24	0:16:48
AC (ANIMAL BITES/ATTACKS: OTHER)	1	2	2	01:07:57	01:15:28	01:11:42	2:23:25
AC (ANIMAL/WILDLIFE CALL NOT ATTACKS)	1	1	1	01:04:51	01:04:51	01:04:51	1:04:51
AC (FOUND ANIMAL)	1	3	3	00:01:54	00:27:43	00:13:01	0:39:03
AC (STRAY DOG)	3	4	1	00:03:53	00:25:14	00:12:15	0:49:00
ACCIDENT (PERSONAL INJURY)	1	1	1	00:24:12	00:24:12	00:24:12	0:24:12
ACCIDENT (PROPERTY DAMAGE)	5	11	2	00:03:33	05:16:28	01:00:03	11:00:41
ASSAULT & BATTERY	3	5	1	00:12:37	00:47:15	00:32:08	2:40:40
ATTEMPT TO LOCATE	3	4	1	00:00:10	03:32:12	00:54:55	3:39:40
ATTEMPTED B&E	1	2	2	00:13:54	00:40:18	00:27:06	0:54:12
B & E	1	1	1	00:00:13	00:00:13	00:00:13	0:00:13
B O L	1	1	1	00:05:16	00:05:16	00:05:16	0:05:16
BOAT IN DISTRESS	1	1	1	00:12:33	00:12:33	00:12:33	0:12:33
BURGLAR ALARM	12	17	1	00:00:06	00:24:01	00:08:19	2:21:32
BUSINESS CHECK	5	5	1	00:00:05	01:02:41	00:28:06	2:20:33
CHILD ABUSE / NEGLECT	2	2	1	00:10:36	00:17:32	00:14:04	0:28:08
CHILD CUSTODY	2	2	1	00:26:24	01:24:39	00:55:31	1:51:03
CITIZEN REQUESTED ASSISTANCE	32	41	1	00:00:14	03:17:21	00:32:40	22:19:31
CIVIL MATTER	3	4	1	00:00:24	00:17:10	00:12:49	0:51:19
COMMUNITY PATROL	3	3	1	00:00:32	01:07:38	00:33:42	1:41:06
DAMAGE TO PROPERTY	4	6	1	00:01:33	01:13:30	00:32:33	3:15:21
DIRECTED PATROL	1	1	1	00:16:34	00:16:34	00:16:34	0:16:34
DISABLED / ABANDONED VEHICLE	7	8	1	00:00:11	00:25:41	00:11:06	1:28:51

Call Type	CFS Total	Unit Total	Units/CFS	Minimum	Maximum	Average	Total Time
DISORDERLY CONDUCT	4	9	2	00:01:56	05:02:14	00:51:09	7:40:29
DISTURBANCE / NOISE	1	2	2	00:05:18	00:05:22	00:05:20	0:10:40
DOMESTIC	5	7	1	00:01:15	03:48:36	01:33:38	10:55:30
DRUG VIOLATION	1	1	1	00:04:11	00:04:11	00:04:11	0:04:11
ERRONEOUS ENTRY	1	1	1	00:05:30	00:05:30	00:05:30	0:05:30
FIGHT	2	4	2	00:04:10	00:06:58	00:05:27	0:21:48
FINGERPRINTING	7	9	1	00:02:25	00:36:49	00:19:50	2:58:30
FIRE - STRUCTURE (RESIDENTIAL)	1	1	1	00:47:50	00:47:50	00:47:50	0:47:50
FOLLOW UP INVESTIGATION	26	27	1	00:00:10	03:21:01	00:31:05	13:59:40
FOLLOW UP/PHONE CALL OR STATUS UPDATE	8	11	1	00:00:08	03:32:38	00:36:44	6:44:06
FOUND PROPERTY	6	8	1	00:01:07	01:28:04	00:29:33	3:56:31
FRAUD	4	5	1	00:02:45	01:16:47	00:23:47	1:58:55
FUNERAL TRAFFIC	1	1	1	00:50:58	00:50:58	00:50:58	0:50:58
GENERAL ALARM	1	1	1	00:00:15	00:00:15	00:00:15	0:00:15
GENERAL INFORMATION	1	1	1	00:07:59	00:07:59	00:07:59	0:07:59
HARASSING/ELECTRONIC/C COMMUNICATIONS	1	1	1	00:51:29	00:51:29	00:51:29	0:51:29
HUNTING-FISHING VIOLATION	1	1	1	00:24:00	00:24:00	00:24:00	0:24:00
INTOXICATED SUBJECT	1	1	1	00:18:39	00:18:39	00:18:39	0:18:39
JUVENILE	6	10	1	00:01:48	01:15:31	00:24:21	4:03:39
LARCENY	4	6	1	00:08:12	01:37:35	00:49:36	4:57:37
LOCKOUT (EMERGENCY)	2	2	1	00:08:20	00:15:14	00:11:47	0:23:34
LOITERING	1	2	2	00:07:43	00:08:06	00:07:54	0:15:49
LOST PROPERTY	1	1	1	00:00:05	00:00:05	00:00:05	0:00:05
LOUD MUSIC	1	2	2	00:02:24	00:02:24	00:02:24	0:04:48
MEDICAL EMERGENCY	1	2	2	00:19:35	00:21:37	00:20:36	0:41:12
MISSING PERSON	1	2	2	00:02:21	00:20:20	00:11:20	0:22:41
NOISE COMPLAINT	4	7	1	00:06:21	00:32:34	00:14:34	1:42:00
Not Specified	1	2	2	00:21:09	00:39:15	00:30:12	1:00:24
OPEN DOOR/WINDOW	2	3	1	00:01:31	00:03:53	00:02:53	0:08:39
OTHER	7	8	1	00:00:04	04:24:12	00:48:34	6:28:37
PANIC ALARM	1	1	1	00:06:10	00:06:10	00:06:10	0:06:10
PAPER SERVICE	5	5	1	00:02:13	01:00:21	00:24:06	2:00:31
PARKING VIOLATION	1	1	1	00:03:11	00:03:11	00:03:11	0:03:11
PATROL CHECK	5	7	1	00:00:00	00:51:11	00:11:37	1:21:19
PROTECTIVE ORDER	1	2	2	00:01:32	00:24:33	00:13:02	0:26:05
PROWLER	1	1	1	00:10:24	00:10:24	00:10:24	0:10:24

Call Type	CFS Total	Unit Total	Units/CFS	Minimum	Maximum	Average	Total Time
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	5	9	1	00:07:58	02:09:06	00:53:45	8:03:53
PUBLIC SERVICE	1	1	1	00:47:39	00:47:39	00:47:39	0:47:39
PURSUIT	1	3	3	01:02:52	04:52:11	02:56:25	8:49:17
RECKLESS OPERATOR	3	4	1	00:00:28	00:15:30	00:09:45	0:39:03
ROAD HAZARD	6	8	1	00:00:10	00:06:50	00:01:30	0:12:00
SECURITY CHECK	1	1	1	00:03:34	00:03:34	00:03:34	0:03:34
SEXUAL ASSAULT	1	2	2	00:28:30	00:44:10	00:36:20	1:12:40
SHOP LIFTING	1	3	3	01:41:23	02:09:04	01:50:44	5:32:14
SHOTS FIRED	3	6	2	00:00:04	00:42:56	00:15:55	1:35:35
SMOKE/FUMES INVESTIGATION	1	1	1	00:02:17	00:02:17	00:02:17	0:02:17
STALKING	1	1	1	00:11:01	00:11:01	00:11:01	0:11:01
STRAY LIVESTOCK/HORSES/COWS/GOATS	1	1	1	00:12:40	00:12:40	00:12:40	0:12:40
STROKE (CVA)	1	1	1	00:29:42	00:29:42	00:29:42	0:29:42
SUSPICIOUS PERSON/VEHICLE/ACTIVITY	10	12	1	00:01:30	00:21:27	00:12:30	2:30:06
THREATS TO PERSON	2	2	1	00:14:33	01:11:04	00:42:48	1:25:37
TRAFFIC STOP	73	86	1	00:00:05	01:40:21	00:08:14	11:48:47
TRANSPORT	1	1	1	00:46:56	00:46:56	00:46:56	0:46:56
TRESPASSING	1	1	1	00:09:23	00:09:23	00:09:23	0:09:23
UNAUTHORIZED USE OF VEHICLE	1	2	2	00:19:44	00:44:32	00:32:08	1:04:16
VEHICLE THEFT	2	3	1	00:22:26	01:39:39	01:00:45	3:02:16
WANTED PERSON(S)	1	1	1	01:40:20	01:40:20	01:40:20	1:40:20
WARRANT SERVICE	4	6	1	00:05:22	01:38:57	00:51:11	5:07:08
WELFARE CHECK	11	18	1	00:00:01	02:06:31	00:23:16	6:58:55
Totals:	350	464				27:49	203:20:00



A State Accredited Law Enforcement Agency

Colonial Beach Police Department

Danny Plott, Chief of Police

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Colonial Beach, VA 22443
(804)224-7402 FAX (804)224-8216
dplott@colonialbeachva.net

POLICE DEPARTMENT

2018

**Virginia Uniform Summons/
Parking Tickets**

Virginia Uniform Summons 2014	No. Adults	No. Juveniles	Parking Tickets
January	29		0
February	13		2
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			

Monthly VUS Reports 2018

VEHICLE MILEAGE
JANUARY 2018

MILEAGE	VEHICLE #	YEAR	MAKE
112,775	6	2007	CHEVY
12,032	9	2017	FORD
33,424	10	2015	TOYOTA
27,203	3	2015	FORD
36,852	2	2015	FORD
130,729	13	2008	CHEVY
82,342	4	2012	CHEVY
24,225	7	2016	FORD
134,796	12	2008	CHEVY
146,933	11	2008	CHEVY
177,574	5	2005	CHEVY
SPARE	8	2005	CHEVY
SPARE	16	2004	CHEVY

Arrest Race/Sex Totals by Offense

Colonial Beach Police Dept.
(02/01/2018 - 02/28/2018)

Primary Offense:	White	Black	Indian	Asian	White	Black	Indian	Asian	Juven.:	Adult:	Resd.:	NonRes.:	Arrests:
	Male:	Male:	Male:	Male:	Female:	Female:	Female:	Female:					
13B - Simple Assault	0	1	0	0	0	2	0	0	0	3	3	0	3
35A - Drug/Narcotic Violations	1	0	0	0	1	0	0	0	0	2	1	1	2
90D - Driving Under the Influence	1	0	0	0	0	0	0	0	0	1	1	0	1
90E - Drunkenness	1	0	0	0	0	0	0	0	0	1	1	0	1
90Z - All Other Offenses	0	1	0	0	0	0	0	0	0	1	1	0	1
Totals:	3	2	0	0	1	2	0	0	0	8	7	1	8

Incident Case Status Totals by Offense

Colonial Beach Police Dept. (02/01/2018 - 02/28/2018)

Offense:	Active:	TOT O/A:	Inactive:	WOF:	Closed Service:	Closed Except.:	Closed Arrest:	Adult Arrest:	Juvenile Arrest:	Adu./Juv. Arrest:	Unfnd.:	Rpted.:	Actual:
13B - Simple Assault	1	0	0	0	0	0	3	3	0	0	0	4	4
220 - Burglary/Breaking & Entering	0	0	1	0	0	0	0	1	0	0	0	1	1
23C - Shoplifting	0	0	1	0	0	0	0	0	0	0	0	1	1
23H - All Other Larceny	0	0	0	0	0	0	1	1	0	0	0	1	1
240 - Motor Vehicle Theft	0	0	0	0	1	0	0	1	0	0	0	1	1
250 - Counterfeiting/Forgery	1	0	0	0	0	0	0	1	0	0	0	1	1
26B - Credit Card/Automatic Teller Machine Fraud	1	0	1	0	0	0	0	2	0	0	0	2	2
290 - Destruction/Damage/Vandalism of Property	0	0	2	0	0	0	0	0	0	0	0	2	2
35A - Drug/Narcotic Violations	0	0	0	0	1	0	3	2	0	0	0	4	4
90D - Driving Under the Influence	0	0	0	0	0	0	1	1	0	0	0	1	1
90E - Drunkenness	0	0	0	0	0	0	1	1	0	0	0	1	1
90Z - All Other Offenses	0	0	0	0	1	0	3	4	0	0	0	4	4
Totals:	3	0	5	0	3	0	12	17	0	0	0	23	23

PW Projects in Process

- Admin. and Streets staff - The public boat launch replacement (B&G)
 - Status – 80+% complete; estimated completion week of 4/23/2018
 - Next tasks - Concrete ramp to be poured week of 3/19/2018 tide permitting; pier finishes; cleanup and grading as needed
 - Challenges/Concerns
 - High tides have delayed pouring ramp. Concrete to cure 20 days after pour.
 - Need to bring CIP fund monies into the operating budget
- Admin. - Robin Grove Facility Construction (Water)
 - Status – approximately 15-20% complete; waiting tank delivery
 - Next tasks – Tank installation, pump room sub-floor mechanical and electrical installations, floor subgrade, concrete floor
 - Challenges/Concerns – Schedule delayed by 30-60 days due to American Iron and Steel challenges (now resolved)
- Admin. - Water Distribution System Improvements Construction (Water)
 - Status – 90+% complete; 66% expended
 - Next tasks – Final water **main** connections; 2 blocks of sewer main re-lining; abandonment of old water lines
 - Challenges/Concerns – None at this time
- Admin. and Staff - Water Meter Installation (Water)
 - Status – 90+% complete; 66% expended
 - Next tasks – install balance of meters as meter boxes are installed
 - Challenges – final meter installations concurrent with box installations
- Admin. and Staff - 500 Meter Box Purchase & Install (Water)
 - Status – Boxes stored – approximately 25% installed; 25% expended
 - Next tasks – Continue installations utilizing 2 of Town staff daily
 - Challenges – weather, water line depth and location
- Admin. and Supervisory Staff –water control system installation (Water)
- Streets (Streets and B&G staff)- Clearing of road system Right of Ways continued to improve sight lines at intersections and maintainability of roadsides (Streets)
- Admin - Paving IFB posted on eVA. (Streets)
- Admin. - Reviewing Westmoreland County Wastewater invoicing/calculation in conjunction with development of FY 18-19 Budget (WWTP)
- Streets and B&G staff- Storm-damaged Colonial Beach Welcome sign removed, restored and re-installed (B&G)
- Streets - edging on Colonial Avenue (Streets)
- Streets and B&G staff - Meadow Avenue drainage project phase 1 commenced at Stratford Street drainage structure. Old piping removed from structure, reset elevations, sloped and final graded for approximately 150 feet. Contractor completed rebuilt drop inlet structure. (Streets)
- Water/sewer Staff – 57 utility customer work requests (Water/Sewer)

- Water/sewer Staff – 160 hours water meter box installations (Water)

WWTP OPERATIONS REPORT FEBRUARY / 2018

Influent Gallons = 44.23 MG

Effluent Gallons = 27.35 MG

Emergency Repairs: none

Equipment/Machinery out of service: repaired lime silo feeder drive, replaced belts on belt press, and serviced polymer pumps.

Permit Violations

Description of Nature and Location of Discharge violation:

Due to the recent weather event 2/9/18 – 2/12/18 of rain, the plant experienced an unusual amount of Inflow and Infiltration (I & I). This event caused the treatment plant to process influent at a higher rate than normal causing clarifier washout of solids for approximately one hour.

Tab B

COUNCIL PAPER

At the regular meeting held on Friday, March 23, 2018 at the Colonial Beach Town Center

RESOLUTION #12-18, Appointment of Building Official

WHEREAS on July 13, 2016 the Town of Colonial Beach (Town) and the County of Westmoreland (County) entered into an agreement whereby the County would provide building inspection services to the Town; and

WHEREAS the County has indicated its intent to terminate that agreement as of June 30, 2018; and

WHEREAS the Town has advertised for a part-time Building Official; and

WHEREAS the Town finds that Kevin Wightman possesses the proper training, licensure and experience to serve as a temporary, part-time Building Official for the Town.

NOW THEREFORE BE IT RESOLVED by the Colonial Beach Town Council at its regular monthly meeting on March 23, 2018, that Kevin Wightman is appointed as the temporary, part-time Building Official for the Town of Colonial Beach; and

BE IT FURTHER RESOLVED that Mr. Wightman shall be a part-time employee who shall be authorized to work up to a maximum of twenty-nine (29) hours per week in his capacity as the Building Official; and

BE IT FURTHER RESOLVED that while the Colonial Beach Town Council has appointed Mr. Wightman as the temporary part-time Building Official, the Town Manager, or his designee, shall exercise day-to-day supervision of Mr. Wightman.

BE IT FURTHER RESOLVED that Kevin Wightman shall possess any and all authority to enforce the provisions of the Uniform Statewide Building Code (USBC) in the Town of Colonial Beach, which includes, but is not limited to, making necessary arrangements for the emergency repair of structure(s) and to obtain such summonses and warrants, or bring such court actions, as may be needed to fully and consistently enforce the provisions of the USBC; and

BE IT FINALLY RESOLVED that the agreement between the Town of Colonial Beach and Westmoreland County is terminated.

Moved By _____ Seconded By _____

AYE

NAY

AYE

NAY

Mayor Eddie Blunt

Dallas Leamon

Frank Alger III

Steve Cirbee

Bill Dellar

Burkett Lyburn

Phil Rogers

Adopted _____

Tabled _____

Tab C

COUNCIL PAPER

At the regular meeting held on Friday, March 23, 2018 at the Colonial Beach Town Center

RESOLUTION #13-18, Authorizes the Sale of 10 North Irving Avenue

WHEREAS the Town of Colonial Beach has received an offer from Robert Freeman to purchase the property and the associated structures located at 10 N. Irving Avenue in the Town of Colonial Beach, Virginia for the sum of \$115,000.00; and

WHEREAS a properly advertised public hearing was conducted on March 23, 2018 by the Colonial Beach Town Council regarding the proposed sale of 10 North Irving Avenue.

NOW THEREFORE BE IT RESOLVED by the Colonial Beach Town Council at its regular monthly meeting on March 23, 2018 that 10 North Irving Avenue shall be sold to Robert Freeman by quitclaim deed pursuant to the following terms and conditions:

- 1. Purchaser shall be responsible for the preparation and recording of all documents necessary for this sale of property.
2. Purchaser shall submit the deed and plat for review and approval of the Town Attorney prior to closing.
3. Purchaser shall pay \$ 115,000 cash at closing.
4. Closing shall occur within sixty (60) days of the date of this Resolution.

Moved By _____ Seconded By _____

AYE NAY AYE NAY

Mayor Eddie Blunt
Dallas Leamon
Frank Alger III
Steve Cirbee
Bill Dellar
Burkett Lyburn
Phil Rogers

Adopted _____ Tabled _____

Tab D

COUNCIL PAPER

At the regular meeting held on Friday, March 23 , 2018 at the Colonial Beach Town Center

RESOLUTION #14-18, Approval of Memorandum of Intent

WHEREAS, on March 23, 2018 Town Council authorized the sale of 10 North Irving Avenue to Robert Freeman by way of Resolution #13-18.

NOW, THEREFORE, BE IT RESOLVED that the attached Memorandum of Intent between the Colonial Beach Town Council and Robert Freeman be executed by the Town Manager.

Moved By _____ Seconded By _____

AYE

NAY

AYE

NAY

Mayor Eddie Blunt
Dallas Leamon
Frank Alger III

Steve Cirbee
Bill Dellar
Burkett Lyburn
Phil Rogers

Adopted _____

Tabled _____

MEMORANDUM OF INTENT

WHEREAS Robert Freeman seeks to purchase the property owned by the Town of Colonial Beach located at 10 North Irving Avenue for the purpose of renovating the building and opening a restaurant; and

WHEREAS the Colonial Beach Town Council seeks to support new business ventures in the Town of Colonial Beach, and is therefore amenable to selling 10 North Irving Avenue to Robert Freeman for \$115,000 which is less than the assessed value of the property.

THE PARTIES EACH EXPRESS THEIR RESPECTIVE INTENTS AS FOLLOWS:

1. The Colonial Beach Town Council agrees to sell 10 N. Irving Avenue to Robert Freeman for the purpose of operating a restaurant.
2. Robert Freeman agrees to purchase 10 N. Irving Avenue for \$ 115,000 and to make best efforts to open a restaurant at 10 N. Irving Avenue as soon as possible.
3. The Colonial Beach Town Council expresses its intent to demolish the building that is known as the “Klotz Building” located at 6 N. Irving Avenue and to use that property as public parking so as to further support the restaurant at 10 N. Irving Avenue.

In signing below, both parties reiterate that this document is not intended as a legally binding agreement, but rather merely an expression of intent by Robert Freeman and the Colonial Beach Town Council.

Quinn Robertson, Town Manager
Town of Colonial Beach

Dated: _____

Robert Freeman

Dated: _____