Before the

Colonial Beach Town Council

Held at

Town Center, 22 Washington Avenue

Wednesday, July 17, 2019 at 6:00 p.m.

Town Council Regular Meeting

AGENDA

1. **Call to Order**

2. **Moment of Silence/Pledge of Allegiance**

3. **Roll Call of Members**

4. **Additions to the Agenda**

5. **Approval of the Agenda**

6. **Approval of Minutes for the May 15, 2019 Regular Meeting continued to May 22, 2019**

7. **Council Member Announcements**

8. **Presentations**

   - **Suzan French Gennace, FlackShack**

   - **Colonial Beach Schools • Westmoreland County Supervisor • Planning Commission • Downtown Colonial Beach • Chamber of Commerce • Colonial Beach Foundation • Colonial Beach Recreation Association**

9. **Monthly Department Reports** ***(Tab A)***

10. **Unfinished Business**

- **Ordinance No. 697, Amends Town Code, Chapter 21, Article VI, Section 21-71 "Water User Charges" Residential Service *(Public Hearing held June 19, 2019)* *(Tab B)***

- **Ordinance No. 698, Amends Town Code, Chapter 21, Article VI, Section 21-80 "Sewer User Charges" Residential Service *(Public Hearing held June 19, 2019)* *(Tab C)***

11. **New Business**

Public Hearing

- **Ordinance No. 699, Amends Town Code, Chapter 21, Article VI, Section 21-71 "Water User Charges" Commercial Service *(Tab D)***

(i) Public Input
(ii) Council Action

Public Hearing

- **Ordinance No. 700, Amends Town Code, Chapter 21, Article VI, Section 21-80 "Sewer User Rates" Commercial Service *(Tab E)***

(i) Public Input
(ii) Council Action

- **Resolution #32-19, Appoints Victoria Luna to the Colonial Beach Planning Commission *(Tab F)***

- **Resolution #33-19, Approves the Immediate Funding for a Critical Item for the Waste Water Treatment Plant *(Tab G)***

- **Resolution #34-19, Amends Fiscal Year 2018-2019 Budget General Fund *(Tab H)***

12. **Citizen Input**

13. **Closed Meeting (if necessary)**

14. **Adjournment/Recess**

Tab A

Tab B

COUNCIL PAPER

At the meeting held on July 17, 2019 at the Colonial Beach Town Center

ORDINANCE NO. 697

ORDINANCE NO. 697 AMENDS CHAPTER 21, "WATER AND SEWERS," ARTICLE VI, "FEES AND SERVICE CHARGES," SECTION 21-71, "WATER USER CHARGES" TO INCREASE THE FLAT FEE FOR RESIDENTIAL USERS FROM TWO HUNDRED EIGHTY-NINE DOLLARS AND TWENTY CENTS ($289.20) ANNUALLY, TO FOUR HUNDRED AND TWENTY DOLLARS ($420.00) ANNUALLY. ORDINANCE NO. 697 INCREASES THE QUARTERLY INSTALLMENTS FROM SEVENTY-TWO DOLLARS AND THIRTY CENTS ($72.30) TO ONE HUNDRED AND FIVE DOLLARS ($105.00).

ORDINANCE NO. 697 IS CONSIDERED PURSUANT TO THE GRANTS OF AUTHORITY CONTAINED IN VIRGINIA CODE SECTIONS 15.2-2111 AND 15.2-2119.

BE IT ORDAINED by the Colonial Beach Town Council that the Colonial Beach Town Code, Chapter 21, "Water and Sewers," Article VI, "Fees and Service Charges," Section 21-71, "Water user charges; provisions for stopping charges," to read as follows:

"Sec. 21-71. - Water user charges; provisions for stopping charges.

(a) *Residential service.* All residential users will pay a flat charge of four hundred and twenty dollars ($420.00) per residential use per year, payable in quarterly installments of one hundred and five dollars ($105.00).

(b) (a)

(b) *Commercial service.* All commercial water users will be metered and shall pay a minimum charge of two hundred eighty-nine dollars and twenty cents ($289.20) per commercial use, per year, payable in quarterly installments of seventy-two dollars and thirty cents ($72.30). This charge shall allow the user sixty thousand (60,000) gallons of usage for the year. Usage in excess of the sixty thousand (60,000) gallons per year shall be charged at the following rates:

(1) One dollar and fifty cents ($1.50) per one thousand (1,000) gallons or part thereof on the next one hundred fifty thousand (150,000) gallons.

(2)

(2) One dollar and thirty-eight cents ($1.38) per one thousand (1,000) gallons or part thereof on the next one hundred fifty thousand (150,000).

(3)

(3) One dollar and twenty cents ($1.20) per one thousand (1,000) gallons or part thereof on all usage over three hundred sixty thousand (360,000) gallons.

(c)

(c) Rates for water service furnished outside corporate limits shall be one hundred fifty (150) percent of the rate for such service within the town, except for water used to fill swimming pools. Charges for water furnished to fill swimming pools located outside the corporate limits shall be at the following rates:

(1) A minimum of one hundred dollars ($100.00) per occurrence for each pool. This charge shall allow the user five thousand (5,000) gallons.

(2) Usage in excess of the five thousand (5,000) gallons per quarter shall be charged at the rate of five dollars ($5.00) per thousand (1,000) gallons on all usage over five thousand (5,000) gallons.

(d) Water user charges shall be stopped only under the following conditions:

(1) Residential. For a user to be disconnected from water works and no longer subject to water charges, all plumbing fixtures and visible pipes must be removed from the structure, rendering it unfit for human habitation.

(2) Commercial. At a commercial establishment to which a water meter is provided, the user may request water service be disconnected. The town will take a final reading of the meter and remove it, stopping future water charges. When reestablishment of water services is requested, the town will reinstall the meter for a fee of one hundred dollars ($100.00) and turn on the service after the user pays water fees as provided in section 21-77. Provided, if the user installs a water meter approved by the town at his own expense, said installation fee may be waived.

(e) Minimum and flat usage fees shall apply prospectively for the quarter at the beginning of which they are due. Excess usage fees shall be assessed at the start of one (1) quarter for the quarter immediately preceding.

This Ordinance shall take effect October 1, 2019.

Moved By _____ Seconded By _____

	AYE	NAY		AYE	NAY
Mayor Eddie Blunt	___	___	Dallas Leamon	___	___
Frank Alger	___	___	Vicki Roberson	___	___
Steve Cirbee	___	___	Robin Schick	___	___
Pat Ey	___	___			

Adopted _____ Tabled _____

Tab C

COUNCIL PAPER

At the meeting held on July 17, 2019 at the Colonial Beach Town Center

ORDINANCE NO. 698

ORDINANCE NO. 698 AMENDS CHAPTER 21, "WATER AND SEWERS," ARTICLE VI, "FEES AND SERVICE CHARGES," SECTION 21-80, "SEWER USER CHARGES" TO INCREASE THE FLAT FEE FOR RESIDENTIAL USERS FROM SIX HUNDRED FIFTY DOLLARS AND EIGHTY CENTS ($650.80) ANNUALLY, TO EIGHT HUNDRED DOLLARS AND FOUR CENTS ($800.04) ANNUALLY. ORDINANCE NO. 698 INCREASES THE QUARTERLY INSTALLMENTS ONE HUNDRED SIXTY TWO DOLLARS AND SEVENTY CENTS ($162.70) TO TWO HUNDRED DOLLARS ($200.00). ORDINANCE NO. 698 IS CONSIDERED PURSUANT TO THE GRANTS OF AUTHORITY CONTAINED IN VIRGINIA CODE SECTIONS 15.2-2111 AND 15.2-2119.

BE IT ORDAINED by the Colonial Beach Town Council that the Colonial Beach Town Code, Chapter 21, "Water and Sewers," Article VI, "Fees and Service Charges," Section 21-80, "Sewer user rates" to read as follows:

"Sec. 21-80. - Sewer user rates

a) *Residential service.* All residential sewer users will pay a flat charge of eight hundred dollars ($800.00) per residential use per year, payable in quarterly installments of two hundred dollars ($200.00) each.

(b) *Commercial service.* All commercial sewer users pay a minimum charge of six hundred fifty dollars and eighty cents ($650.80) per commercial use, per year, payable in quarterly installments of one hundred sixty-two dollars and seventy cents ($162.70) each, for the first sixty thousand (60,000) gallons of usage. Usage in excess of sixty thousand (60,000) gallons will be charged as follows:

(1) Four dollars and fifty cents ($4.50) per one thousand (1,000) gallons or part thereof on the next one hundred and fifty thousand (150,000) gallons.

(2) Four dollars and fourteen cents ($4.14) per one thousand (1,000) gallons or part thereof on the next one hundred and fifty thousand (150,000) gallons.

(3) Three dollars and sixty cents ($3.60) per one thousand (1,000) gallons or part thereof on all usage over three hundred and sixty thousand (360,000) gallons.

Commercial sewer users shall be deemed to have sewer usage equal to their metered water usage. Commercial sewer users not metered for town water shall be required to install a separate meter to ascertain the actual newer usage.

(c) Rates for sewer service furnished outside corporate limits shall be one hundred and fifty (150) percent of the rate for such service within the town.

(d) Sewer user charges may be stopped in the same manner by which water user charges are stopped in subsection 21-71(d).

(e) Minimum and flat fees for usage shall apply prospectively for the quarter at the beginning of which they are due. Excess usage fees shall be assessed at the start of one (1) quarter for the quarter immediately preceding. Commercial sewer users shall be deemed to have sewer usage equal to their metered water usage. Commercial sewer users not metered for town water shall be required to install a separate meter to ascertain the actual sewer usage.

Commercial sewer users shall be deemed to have sewer usage equal to their metered water stage unless a substantial portion of water purchased from the town is for cooling or other purposes that do not require the discharge of each used water into the sanitary sewer system. In such case the establishment's owner may: (1) be deemed to have sewer usage equal to their metered water usage, or (2) at the owner's expense, install a meter of design approved by the manager, or his designee, on the waste line from such commercial establishment. The volume of measured discharge by such commercial user shall be considered to be the volume of discharge into the sanitary system."

This Ordinance shall take effect October 1, 2019.

Moved By _____ Seconded By _____

	AYE	NAY		AYE	NAY
Mayor Eddie Blunt	___	___	Dallas Leamon	___	___
Frank Alger	___	___	Vicki Roberson	___	___
Steve Cirbee	___	___	Robin Schick	___	___
Pat Ey	___	___			

Adopted _____ Tabled _____

Tab D

TOWN OF COLONIAL BEACH
PUBLIC NOTICE
WATER AND SEWER COMMERCIAL RATE INCREASES

The Colonial Beach Town Council will hold public hearings on Ordinance No. 699 and Ordinance No. 700 at its regular meeting on Wednesday, July 17, 2019 at 6:00 PM at the Colonial Beach Town Center, 22 Washington Avenue in Colonial Beach, Virginia. Interested citizens are invited to attend and participate. Following the public hearing, the Town Council may take action to adopt these Ordinances.

ORDINANCE NO. 699

ORDINANCE NO. 699 AMENDS CHAPTER 21, "WATER AND SEWERS," ARTICLE VI, "FEES AND SERVICE CHARGES," SECTION 21-71, "WATER USER CHARGES;" TO INCREASE THE MINIMUM CHARGE FOR COMMERCIAL USERS FROM TWO HUNDRED EIGHTY-NINE DOLLARS AND TWENTY CENTS ($289.20) ANNUALLY, TO FOUR HUNDRED AND TWENTY DOLLARS ($420.00) ANNUALLY. ORDINANCE NO. 699 INCREASES THE QUARTERLY INSTALLMENTS FROM SEVENTY-TWO DOLLARS AND THIRTY CENTS ($72.30) TO ONE HUNDRED AND FIVE DOLLARS ($105.00).

ORDINANCE NO. 699 FURTHER ADDS SECTION 21-71(b)(4) WHICH CLARIFIES THAT MINIMUM USAGE FEES IN THE AMOUNT OF 15,000 GALLONS OF USAGE ARE CALCULATED AS PER QUARTER MINIMUM USAGE FEES FOR BILLING PURPOSES.

ORDINANCE NO. 699 IS CONSIDERED PURSUANT TO THE GRANTS OF AUTHORITY CONTAINED IN VIRGINIA CODE SECTIONS 15.2-2111 AND 15.2-2119.

ORDINANCE NO. 700

ORDINANCE NO. 700 INCREASES COMMERCIAL SEWER RATES FROM ONE HUNDRED SIXTY TWO DOLLARS AND SEVENTY CENTS ($162.70) PER QUARTER TO TWO HUNDRED DOLLARS ($200.00) PER QUARTER, WHICH IS A TOTAL ANNUAL INCREASE FROM SIX HUNDRED FIFTY DOLLARS AND EIGHTY CENTS ($650.80) TO EIGHT HUNDRED DOLLARS ($800.00).

ORDINANCE NO. 700 FURTHER CLARIFIES SECTION 21-80 (b) STATING HOW USAGE IN EXCESS OF FIFTEEN THOUSAND (15,000) GALLONS PER QUARTER IS CHARGED.

ORDINANCE NO. 700 IS CONSIDERED PURSUANT TO THE GRANTS OF AUTHORITY CONTAINED IN VIRGINIA CODE SECTIONS 15.2-2111 AND 15.2-2119.

A complete copy of Ordinance No. 699 and Ordinance No. 700 may be obtained by contacting Town Hall at 804-224-7181, Monday through Friday 8:30 AM to 4:30 PM. Written comments may be submitted to the Town Clerk, 315 Douglas Avenue, Colonial Beach, VA 22443. Persons requiring assistance or accommodation to attend the public hearing may contact Town Hall in advance so that arrangements can be made.

By Order of the Colonial Beach Town Council

Publish: July 3 and July 10, 2019

COUNCIL PAPER

At the meeting held on July 17, 2019 at the Colonial Beach Town Center

ORDINANCE NO. 699

ORDINANCE NO. 699 AMENDS CHAPTER 21, "WATER AND SEWERS," ARTICLE VI, "FEES AND SERVICE CHARGES," SECTION 21-71, "WATER USER CHARGES;" TO INCREASE THE MINIMUM CHARGE FOR COMMERCIAL USERS FROM TWO HUNDRED EIGHTY-NINE DOLLARS AND TWENTY CENTS ($289.20) ANNUALLY, TO FOUR HUNDRED AND TWENTY DOLLARS ($420.00) ANNUALLY. ORDINANCE NO. 699 INCREASES THE QUARTERLY INSTALLMENTS FROM SEVENTY-TWO DOLLARS AND THIRTY CENTS ($72.30) TO ONE HUNDRED AND FIVE DOLLARS ($105.00).

ORDINANCE NO. 699 FURTHER ADDS SECTION 21-71(b)(4) WHICH CLARIFIES THAT MINIMUM USAGE FEES IN THE AMOUNT OF 15,000 GALLONS OF USAGE ARE CALCULATED AS PER QUARTER MINIMUM USAGE FEES FOR BILLING PURPOSES.

ORDINANCE NO. 699 IS CONSIDERED PURSUANT TO THE GRANTS OF AUTHORITY CONTAINED IN VIRGINIA CODE SECTIONS 15.2-2111 AND 15.2-2119.

BE IT ORDAINED by the Colonial Beach Town Council that the Colonial Beach Town Code, Chapter 21, "Water and Sewers," Article VI, "Fees and Service Charges," Section 21-71, "Water user charges" to read as follows:

"Sec. 21-71. - Water user charges; provisions for stopping charges.

(a) *Residential service.* All residential users will pay a flat charge of four hundred and twenty dollars ($420.00) per residential use per year, payable in quarterly installments of one hundred and five dollars ($105.00).

(b) *Commercial service.* All commercial water users will be metered and shall pay a minimum charge of four hundred and twenty dollars ($420.00) per commercial use, per year, payable in quarterly installments of one hundred and five dollars ($105.00). This charge shall allow the user fifteen thousand (15,000) gallons of usage for the quarter. Usage in excess of the fifteen thousand (15,000) gallons per quarter shall be charged at the following rates:

(1) One dollar and fifty cents ($1.50) per one thousand (1,000) gallons or part thereof on the next one hundred fifty thousand (150,000) gallons.

(2)

(2) One dollar and thirty-eight cents ($1.38) per one thousand (1,000) gallons or part thereof on the next one hundred fifty thousand (150,000).

(3) One dollar and twenty cents ($1.20) per one thousand (1,000) gallons or part thereof on all usage over three hundred sixty thousand (360,000) gallons.

(4) All commercial water users will be metered and shall pay a minimum charge of One Hundred and Five Dollars ($105.00) per quarter. This charge shall allow the user up to fifteen thousand gallons (15,000) of usage for the quarter. Usage in excess of the fifteen thousand (15,000) gallons per quarter shall be charged at the rates listed above.

(c) Rates for water service furnished outside corporate limits shall be one hundred fifty (150) percent of the rate for such service within the town, except for water used to fill swimming pools. Charges for water furnished to fill swimming pools located outside the corporate limits shall be at the following rates:

(1) A minimum of one hundred dollars ($100.00) per occurrence for each pool. This charge shall allow the user five thousand (5,000) gallons.

(2) Usage in excess of the five thousand (5,000) gallons per quarter shall be charged at the rate of five dollars ($5.00) per thousand (1,000) gallons on all usage over five thousand (5,000) gallons.

(d) Water user charges shall be stopped only under the following conditions:

(1) Residential. For a user to be disconnected from water works and no longer subject to water charges, all plumbing fixtures and visible pipes must be removed from the structure, rendering it unfit for human habitation.

(2) Commercial. At a commercial establishment to which a water meter is provided, the user may request water service be disconnected. The town will take a final reading of the meter and remove it, stopping future water charges. When reestablishment of water services is requested, the town will reinstall the meter for a fee of one hundred dollars ($100.00) and turn on the service after the user pays water fees as provided in section 21-77. Provided, if the user installs a water meter approved by the town at his own expense, said installation fee may be waived.

(e) Minimum and flat usage fees shall apply prospectively for the quarter at the beginning of which they are due. Excess usage fees shall be assessed at the start of one (1) quarter for the quarter immediately preceding.

This Ordinance shall take effect October 1, 2019.

Moved By _____ Seconded By _____

	AYE	NAY		AYE	NAY
Mayor Eddie Blunt	____	____	Dallas Leamon	____	____
Frank Alger	____	____	Vicki Roberson	____	____
Steve Cirbee	____	____	Robin Schick	____	____
Pat Ey	____	____			

Adopted _____ Tabled _____

Tab E

COUNCIL PAPER

At the meeting held on July 17, 2019 at the Colonial Beach Town Center

ORDINANCE NO. 700, AMENDS CHAPTER 21, "WATER AND SEWERS," ARTICLE VI, "FEES AND CHARGES," SECTION 21-80, "SEWER USER RATES," (b) COMMERCIAL SERVICE

ORDINANCE NO. 700 INCREASES COMMERCIAL SEWER RATES FROM ONE HUNDRED SIXTY TWO DOLLARS AND SEVENTY CENTS ($162.70) PER QUARTER TO TWO HUNDRED DOLLARS ($200.00) PER QUARTER, WHICH IS A TOTAL ANNUAL INCREASE FROM SIX HUNDRED FIFTY DOLLARS AND EIGHTY CENTS ($650.80) TO EIGHT HUNDRED DOLLARS ($800.00).

ORDINANCE NO. 700 IS CONSIDERED PURSUANT TO THE GRANTS OF AUTHORITY CONTAINED IN VIRGINIA CODE SECTIONS 15.2-2111 AND 15.2-2119.

BE IT ORDAINED by the Colonial Beach Town Council that the Colonial Beach Town Code, Chapter 21, "Water and Sewers," Article VI, "Fees and Service Charges," Section 21-80, "Sewer user rates" to read as follows:

"Sec. 21-80. - Sewer user rates

a) *Residential service.* All residential sewer users will pay a flat charge of eight hundred dollars ($800.00) per residential use per year, payable in quarterly installments of two hundred dollars ($200.00) each.

(b) *Commercial service.* All commercial sewer users pay a minimum charge of eight hundred dollars ($800.00) per commercial use, per year, payable in quarterly installments of two hundred dollars ($200.00) each, for the first fifteen thousand (15,000) gallons of usage per quarter. Usage in excess of fifteen thousand (15,000) gallons per quarter will be charged as follows:

(1) Four dollars and fifty cents ($4.50) per one thousand (1,000) gallons or part thereof on the next one hundred and fifty thousand (150,000) gallons.

(2) Four dollars and fourteen cents ($4.14) per one thousand (1,000) gallons or part thereof on the next one hundred and fifty thousand (150,000) gallons.

(3) Three dollars and sixty cents ($3.60) per one thousand (1,000) gallons or part thereof on all usage over three hundred and sixty thousand (360,000) gallons.

(c) Commercial sewer users shall be deemed to have sewer usage equal to their metered water usage. Commercial sewer users not metered for town water shall be required to install a separate meter to ascertain the actual sewer usage.

(d) Rates for sewer service furnished outside corporate limits shall be one hundred and fifty (150) percent of the rate for such service within the town.

(e) Sewer user charges may be stopped in the same manner by which water user charges are stopped in subsection 21-71(d).

(f) Minimum and flat fees for usage shall apply prospectively for the quarter at the beginning of which they are due. Excess usage fees shall be assessed at the start of one (1) quarter for the quarter immediately preceding. Commercial sewer users shall be deemed to have sewer usage equal to their metered water usage. Commercial sewer users not metered for town water shall be required to install a separate meter to ascertain the actual sewer usage.

Commercial sewer users shall be deemed to have sewer usage equal to their metered water stage unless a substantial portion of water purchased from the town is for cooling or other purposes that do not require the discharge of each used water into the sanitary sewer system. In such case the establishment's owner may: (1) be deemed to have sewer usage equal to their metered water usage, or (2) at the owner's expense, install a meter of design approved by the manager, or his designee, on the waste line from such commercial establishment. The volume of measured discharge by such commercial user shall be considered to be the volume of discharge into the sanitary system."

This Ordinance shall take effect October 1, 2019.

Moved By _____ Seconded By _____

	AYE	NAY		AYE	NAY
Mayor Eddie Blunt	____	___	Dallas Leamon	___	___
Frank Alger	___	___	Vicki Roberson	___	___
Steve Cirbee	___	___	Robin Schick	___	___
Pat Ey	___	___			

Adopted _____ Tabled _____

Tab F

COUNCIL PAPER

At the meeting held on July 17, 2019 at the Colonial Beach Town Center

RESOLUTION # 32-19, Appoints Victoria Luna to the Colonial Beach Planning Commission

WHEREAS, there is a vacancy on the Colonial Beach Planning Commission; and

WHEREAS, Victoria Luna has indicated her willingness to serve on the Planning Commission and has submitted an application and participated in an interview by the Planning Commission; and

WHEREAS, the Planning Commission has considered the submitted application and recommends that Victoria Luna be appointed to serve on the Colonial Beach Planning Commission.

NOW, THEREFORE, BE IT RESOLVED that the Town Council, meeting on July 17, 2019 hereby appoints Victoria Luna to the Colonial Beach Planning Commission for a four-year term beginning on July 17, 2019 and expiring on July 27, 2023.

Moved By _____ Seconded By _____

	AYE	NAY		AYE	NAY
Mayor Eddie Blunt	____	___	Dallas Leamon	___	___
Frank Alger	___	___	Robin Schick	___	___
Steve Cirbee	___	___	Vicki Roberson	___	___
Pat Ey	___	___			

Adopted _____ Tabled _____

PLANNING COMMISSION PAPER

AT THE REGULAR MEETING HELD, THURSDAY, June 27, 2019 AT THE COLONIAL BEACH TOWN CENTER

Whereas, the Colonial Beach Planning Commission has reviewed the application submitted by Ms. Vicki Luna to serve on the Colonial Beach Planning Commission.

Now therefore be it resolved that the Colonial Beach Planning Commission hereby recommends the appointment of Ms. Vicki Luna to the Planning Commission to the Town Council for a term expiring on July 27, 2023.

	AYE	NAY		AYE	NAY
MR. LEE	x				
MS. McCABE	x		MR. CHRISTIANSEN	x	
MS. TOLSON	x		MR. HOWELL	x	

ADOPTED BY_____ TABLED FOR_____

QUESTIONNAIRE FOR CANDIDATES FOR APPOINTMENTS
THE COLONIAL BEACH PLANNING COMMISSION

DATE: June 16,2019

NAME: Victoria Luna DATE OF BIRTH: April, 13, 1954

ADDRESS: [redacted], Colonial Beach, VA 22443

PHONE NUMBER: MOBILE: ([redacted] HOME: ( ) -

EMAIL ADDRESS: V.luna.vl@gmail.com

CURRENT EMPLOYER/ TITLE: retired

DO YOU RESIDE WITHIN TOWN LIMITS? ☒ YES ☐ NO | WHEN DID YOU MOVE TO COLONIAL BEACH? January 2016

DO YOU OWN REAL ESTATE IN COLONIAL BEACH? ☒ YES ☐ NO

PLEASE SUMMARIZE PAST EXPERIENCES, EITHER PERSONAL OR PROFESSIONAL, WHICH WOULD ENHANCE YOUR ABILITY TO SERVE ON THE PLANNING COMMISSION:

I have had the pleasure of working for and serving on the board of serveral non-profit housing agencies and commissions. In this capacity I have served as executive director, staffed committies, and served on numerous boards. Additionally, I have frequently given public testimony and spoken at planning and zoining committee meetings. As a member of the Arlington County Housing Commission I have listened to and taken testimony of speakers at public hearings. One of the main skills I can bring to the planning commission is an abilty to work toward consensus in a diverse setting.

THE CURRENT PLANNING COMMISSION MEETING SCHEDULE IS SET FOR 5:30 PM ON THE 4TH THURSDAY OF EVERY MONTH. CAN YOU ACCOMMODATE THIS SCHEDULE? ☒ YES ☐ NO

ARE THERE ANY EVENINGS DURING THE MONTH ON WHICH YOU WOULD NOT BE AVAILABLE? ☐ YES ☒ NO

IF YES, PLEASE SPECIFY:

HAVE YOU SERVED, OR DO YOU CURRENTLY SERVE, ON BOARDS OR COMMISSIONS OF OTHER JURISDICTIONS?

☒ YES ☐ NO IF YES, PLEASE PROVIDE DATES & DETAILS:

I served on the Arlington County Housing Commission for 4 years, from 1994, to 1998. The commission offered recommendations to the Arlington County Board on matters relating to housing development and comprehensive planning.

ARE YOU CURRENTLY ACTIVE IN ANY OTHER CIVIC OR SERVICE ORGANIZATIONS? ☒ YES ☐ NO

IF YES, PLEASE PROVIDE DATES & DETAILS:

I am a member of the Westmoreland County Democratic Committee

WOULD YOUR MEMBERSHIP IN SUCH ORGANIZATIONS, YOUR PROFESSIONAL ASSOCIATIONS(S), OR BUSINESS ACTIVITY POSE ANY POTENTIAL CONFLICT OF INTEREST OR INAPPROPRIATE ASSOCIATION AS A MEMBER OF THE PLANNING COMMISSION? ☐ YES ☒ NO

IF YES, PLEASE PROVIDE DETAILS:

ARE THERE CURRENTLY ANY OUTSTANDING DEBTS OR VIOLATIONS WITH THE TOWN WHICH ARE ASSOCIATED WITH YOU OR A PROPERTY YOU OWN? ☐ YES ☒ NO

IF YES, PLEASE PROVIDE DETAILS:

IN A FEW WORDS, PLEASE DESCRIBE YOUR INTERESTS IN LOCAL GOVERNMENT AND INDICATE HOW YOUR APPOINTMENT TO THE PLANNING COMMISSION WOULD CONTRIBUTE TO THE OVER-ALL QUALITY OF LOCAL GOVERNMENT IN COLONIAL BEACH:

I would like to utilized my knowledge of economic and community development grant opporunities available through county, state, and federal agencies, that could help maximize local resources when projects are eligible. The focus on infrastructual improvements, increased housing preservation, and anti-blight measures, as described in the Comprehensive Plan, could be partially financed with state and federal grants to off-set the burden on the local budget.

WHY DOES SERVING ON THE PLANNING COMMISSION INTEREST YOU THE MOST?

I have attended serveal meetings on the Planning Commission and see there is a strong commitment to making things better by a lively group of dedicated individuals. This is the greatest asset a community can have and I would like to be part of that.

* OPTIONAL: PLEASE ATTACH EITHER ACADEMIC CREDENTIALS, AN UPDATED RESUME, OR BOTH.

Tab G

COUNCIL PAPER

At the meeting held on July 17, 2019 at the Colonial Beach Town Center

RESOLUTION # 33-19, Approves the Immediate Funding for a Critical Item for the Waste Water Treatment Plan

NOW THEREFORE BE IT RESOLVED, that the Colonial Beach Town Council, meeting in regular session Wednesday, July 17, 2019, hereby approves the immediate funding for a critical item for the Waste Water Treatment Plant as follows:

■ One Gardner Denver Air Compressor	
Via Parkson Corporation	$81,800.00
Freight	2,840.00
TOTAL	$84,640.00
	(Installation by Public Works)

BE IT FURTHER RESOLVED THAT, any costs authorized by this Resolution shall be paid out of the Waste Water Treatment Plant Contingency Fund, #501-046000-5836, as the goods are procured.

Moved By _____ Seconded By _____

	AYE	NAY		AYE	NAY
Mayor Eddie Blunt	___	___	Dallas Leamon	___	___
Frank Alger	___	___	Robin Schick	___	___
Steve Cirbee	___	___	Vicki Roberson	___	___
Pat Ey	___	___			

Adopted _____ Tabled _____

Kathy Flanagan

From: Quinn Robertson
Sent: Thursday, July 11, 2019 12:34 PM
To: Eddie Blunt; Robin Schick; Dallas Leamon; Patrick Ey; Vicki Roberson; Frank Alger; Steve Cirbee
Cc: Kathy Flanagan; James Cornwell; Rob Murphy
Subject: FW: Colonial Beach - Compressor (Filter)
Attachments: Repacement Compressor Procurement Docs.pdf

To Council,

This air compressor is a critical item to our WWTP operations and we've been putting a "Band-Aid" on the issue for quite some time. Bottom line, if we have a catastrophic failure and DEQ gets involved, it will not look good that we knew a problem existed without action taken. I agree with Rob that the procurement necessary and it directly relates/supports why we have and need the 20% reserve charge, currently proposed in the new water rates. Without the passing of increased water rates, such items would become an issue throughout the fiscal year.

I've spoken to Gladys and Rob at length about this procurement and we believe that this is qualified under our emergency procurement policy and we have received three quotes which have been analyzed (with recommendation) from Reid Engineering (see below). Jim Cornwell has agreed on the emergency procurement venue and states that this funding action is required to be done in a public setting via resolution.

The resolution will be on Wednesday's agenda but I wanted to go ahead and receive an informal "vote" digitally for planning purposes. Rob and I can answer and additional "detailed" questions if you have any.

Please respond with input by Monday so that we can expeditiously move forward with this request.

Thank you,

Quinn

From: Rob Murphy
Sent: Thursday, July 11, 2019 12:05 PM
To: Quinn Robertson <qrobertson@colonialbeachva.net>
Cc: Pam Warner <pwarner@colonialbeachva.net>; Jill Tighe <jtighe@colonialbeachva.net>; Curtis Coleman <wcoleman@colonialbeachva.net>
Subject: FW: Colonial Beach - Compressor (Filter)

Quinn,

As you are aware, we have been limping by without a *permanent* final stage filtration air compressor at the WWTP for some time, while investigating the appropriate replacement and allocating the replacement budget.

The replacement cost was included in the FY20 request and is included in the FY20 "Contingency" line item (501-046000-5836) for WWTP

As you know, Reid Engineering (the WWTP design engineer) was contacted to evaluate the options that we had identified, and to make their recommendation. Please see below.

Attached are the bids received, including Reid's selection as the best option. (just under $85,000 for the recommended replacement equipment) Town staff has the capability and will install such to reduce the total expenditure from the projected $130,000.

Multiple temporary compressors (at a cost of $4,000 per month for rent and fuel) have burned up (9) while determining the most effective replacement and the funds. Each time it fails, we run the *risk* of non-compliance (if it were to fail *during a high flow event*). This critical component of the treatment facility needs to be replaced *ASAP* with a rotary screw compressor as per concurrence and recommendation by Reid Engineering below. (The original was a reciprocating compressor and we experienced numerous failures since 2009). Please endeavor to attain Town Council's approval to purchase ASAP, as I believe such approval is appropriate with such a large expenditure. A hand copy of the Requisition is at the front of attached document. I will anxiously await your and Council approval to process through Edmunds.

From: Rob Murphy
Sent: Friday, May 17, 2019 9:17 AM
To: Jill Tighe <jtighe@colonialbeachva.net>; Quinn Robertson <qrobertson@colonialbeachva.net>
Subject: Fwd: Colonial Beach - Compressor (Filter)

Here is Reid Engineering recommendation for compressor replacement. They are recommending placement inside the building
Sent from my iPhone

Begin forwarded message:

> **From:** Shane Reid <sreid@reidengineering.com>
> **Date:** May 15, 2019 at 10:56:56 AM CDT
> **To:** Rob Murphy <rmurphy@colonialbeachva.net>
> **Cc:** John Reid <jreid@reidengineering.com>
> **Subject: Colonial Beach - Compressor (Filter)**
>
> Rob,
>
> John is traveling and he wanted to let you know that he recommends the Compressor from Parkson. He likes the fact that it is a rotary screw compressor which are better. Many of our of our clients are going with rotary screw blowers which are less horsepower and less maintenance which is the same case on the proposed compressor.
>
> I attached a layout drawing as well.
>
> Let us know if you need anything else.
>
> Respectfully,
>
> **Shane Reid, P.E.** |VP of Operations
> **Reid Engineering, Co. Inc.**| *Responsible Engineering*
> 1210 Princess Anne Street | Fredericksburg, VA 22401
> Phone (w) 540-371-8500 (c) 540-903-4697 | Fax 540-371-8576

Tab H

COUNCIL PAPER

At the meeting held on July 17, 2019 at the Colonial Beach Town Center

RESOLUTION #34-19, Amends Fiscal Year 2018-2019 Budget General Fund

WHEREAS, the Colonial Beach Town Council finds it necessary to make the following amendments to the Fiscal Year 2018-2019 budget.

NOW THEREFORE BE IT RESOLVED, that the Town Council work session meeting Wednesday, July 17, 2019 hereby adopts and appropriates and amends Fiscal Year 2018-2019 budget as follows:

	FY 2018-19 Approved	FY 2018-19 Revised	Change
General Fund	$7,098,716.34	$7,152,482.49	(1)+$28,741.04 and +$235.51 (2) $3,000 (3) 21,789.60

1. The above amounts of $28,871.04 and $235.51 represent two separate checks received from the Westmoreland County Circuit Court related to delinquent tax suits that were released after the 2 year period expired for any claims. The revenue line item is 100-018990-0004 Delinquent Tax Sale Proceeds. The related expenditure account is 100-031400-8104 Consolidated Dispatch Services.

2. The above amount of $3,000 represents the total amount received for Law Enforcement Assistance over the budgeted revenue of $81,132 (actual total received based on last payment in June 2019 is $84,132). The revenue line item is 100-024010-0001 Law Enforcement Assistance. The related expenditure account is 100-031100-8103 Communications Equipment.

3. The above amount of $21,789.60 represents the total amount received for State Highway Funds over the budgeted revenue of $717,000 (actual total received based on last payment in June 2019 is $738,789.60). The revenue line item is 100-024199-0002 State Highway Funds. The expenditure account is 100-041200-3310 Repairs & Maintenance (this is where the paving expenditures are recorded).

Moved By _____ Seconded By _____

	AYE	NAY		AYE	NAY
Mayor Eddie Blunt	____	___	Dallas Leamon	___	___
Frank Alger	___	___	Vicki Roberson	___	___
Steve Cirbee	___	___	Robin Schick	___	___
Pat Ey	___	___			

Adopted _____ Tabled _____