



Before the
Colonial Beach Town Council

Held at

Town Center

22 Washington Avenue

Wednesday, October 2, 2019 at 6:00 p.m.

Town Council Work Session

AGENDA

1. Call To Order
2. Roll Call of Members
3. Approval of the Agenda
4. Presentations
5. Unfinished Business
6. New Business
 - Resolution #44-19, Appoints Richard Cabry to the Planning Commission *(Tab A)*
7. Status Items
 - Current tree replacement requirement
 - Plaza Update
 - Memorials Commission
 - Town Council Priority List and Grant Opportunities *(Tab B)*
8. Citizen Input
9. Closed Meeting
10. Adjournment/Recess

Tab A

COUNCIL PAPER

At the meeting held on October 2, 2019 at the Colonial Beach Town Center

RESOLUTION # 44-19, Appoints Richard “Mike” Cabrey to the Colonial Beach Planning Commission

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

WHEREAS, Richard “Mike” Cabrey has indicated his 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 Richard “Mike” Cabrey be appointed to serve on the Colonial Beach Planning Commission.

NOW, THEREFORE, BE IT RESOLVED that the Town Council, meeting on October 2, 2019 hereby appoints Richard “Mike” Cabrey to the Colonial Beach Planning Commission for a four-year term beginning on October 2, 2019 and expiring on October 2, 2023.

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 _____

MEMORANDUM

TO: Colonial Beach Mayor and Town Council

FROM: Richard Douglas, Planning and Economic Development Director

SUBJECT: Planning Commission Appointment

DATE: September 24, 2019

At its September 19, 2019, work session, the Colonial Beach Planning Commission interviewed Richard "Mike" Cabrey for the vacant seat on the Planning Commission. At the conclusion of the interview and discussion, the Planning Commission members unanimously voiced their recommendation for the appointment of Mr. Cabrey, who resides at 1029 Irving Avenue, to fill a four-year term expiring in September 2023. Mr. Cabrey's completed questionnaire and resume are attached for your review.



QUESTIONNAIRE FOR CANDIDATES FOR APPOINTMENTS THE COLONIAL BEACH PLANNING COMMISSION

DATE: 06/06/2019

NAME: Richard M Cabrey "Mike" DATE OF BIRTH: 03/08/1964

ADDRESS: 1029 Irving Ave Colonial Beach, VA 22443

PHONE NUMBER: MOBILE: (804) 946 - 0485 HOME: () -

EMAIL ADDRESS: mikecabrey@me.com

CURRENT EMPLOYER/ TITLE: Retired

DO YOU RESIDE WITHIN TOWN LIMITS? YES NO | WHEN DID YOU MOVE TO COLONIAL BEACH? 05/03/2019

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 served for 30 years in the Army, a significant portion of that time was spent on planning staffs. I attended and graduated from two masters degree programs that concentrated on planning. In my most recent employment at the National Defense University, I was a lead planner on the University's Strategic plan. I also managed all facets of HR and budgeting for one of the five colleges in the University.

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:

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

IF YES, PLEASE PROVIDE DATES & DETAILS:

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:

During my military career, my goal was to improve the effectiveness and efficiency of every organization I was in. That was my community. As a new resident of Colonial Beach I would like to continue to contribute to and serve my community. As a member of the Planning Commission, I believe I can bring my experience, ethics and skills in building teams to support the vision of the town and greater governing body in Colonial Beach. I found pride in communicating with a diverse population in the Army and leading teams without regard to gender, religion, race or sexual orientation. This experience could benefit the town. Ultimately, governance a unique balance of identifying options, understanding constraints and mitigating risks while attempting to improve the quality of life for all members of the community.

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

By serving on the commission I would not only learn more about the town, I would be directly involved with improving the quality of life for all residents and those who come to visit this great town. My background in strategic planning would allow me to serve the town with a skill set that I enjoyed developing over a career.

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

Tab B

Town Council 2019 Priority List

| Category | Project | Addressed | Additional Guidance | Notes |
|----------|---|----------------|---------------------|--|
| 1st | Town Manager employment review | Complete | N/A | |
| 1st | End of boardwalk pedestrian plaza and improvements (VDIA and VDHA grant implementation) | Complete | N/A | |
| 1st | Robin Grove shoreline protection (possible grant/October deadline) | Addressed | In Progress | Great Award |
| 1st | Implement water metering system and costs analysis | Complete | | |
| 1st | Eleanor Park conservation easement | Addressed | | Applied for grant |
| 2nd | Town Manager employment review | Complete | | |
| 2nd | Permanent Police Chief Hire | Complete | N/A | |
| 2nd | Putting the most up-to-date town code online and having a hard copy available | Complete | N/A | |
| 2nd | Research more income opportunities | Complete | N/A | |
| 2nd | Remove blight along Colonial Avenue | Enduring | | |
| 2nd | Memorials Advisory Commission and plaque, Res #90-18 | Complete | N/A | Applications Pending |
| 2nd | Formation of Parks & Recreational Citizen Committee | In Progress | | Pat Ely working |
| 2nd | Pier lease agreements | Complete | N/A | |
| 2nd | VMRC citations/delinct town-owned piers (Sulgrave & First Street; Chesapeake Bay Foundation?) | Complete | N/A | |
| 2nd | Amend Zoning Ordinance tree replacement requirements | Addressed | | Discussed, moved to Planning Commission |
| 2nd | Sign ordinance revisions and enforcement | Ongoing | | moved to planning commission |
| 2nd | New GIS mapping | Addressed | | photos shot, imagery ready for download, GIS hire advertised |
| 2nd | Robin Grove shoreline protection | Complete | N/A | N/A |
| 2nd | Implement water metering system and costs analysis | Complete | N/A | N/A |
| 2nd | Town pier repairs | Complete | N/A | N/A |
| 2nd | Comprehensive storm water management plan for sections across town | Ongoing | | currently downloading data & performing analysis |
| 2nd | Eleanor Park | In Progress | | awaiting council action |
| 2nd | Lot with realtor vacant town-owned buildings/property downtown for sale | Complete | N/A | RFP out |
| 3rd | Allocation of returned funds from school \$300 & \$350 K | Complete | N/A | N/A |
| 3rd | Economic Development hire or consultation/business incentives package | Complete | N/A | Richard Hired |
| 3rd | Colonial Avenue landscape improvements | In Progress | | Downtown Colonial Beach |
| 3rd | Remove blight on Colonial Avenue | Ongoing | | |
| 3rd | Down the River, Up the Bay pedestrian/bike path around the Point | In Progress | need guidance | N/A |
| 3rd | Modify Community Center for ADA compliance | In Progress | N/A | CB Foundation working it |
| 3rd | Future Development of numbered streets | Addressed | | Committee selected, planning |
| 3rd | Formation of Parks & Recreational Citizen Committee | In Progress | | Pat Ely working on |
| 3rd | Amend Zoning Ordinance tree replacement requirements | Addressed | | |
| 3rd | New GIS mapping | Addressed | | |
| 3rd | Robin Grove shoreline protection | Addressed | | |
| 3rd | Town pier repairs | Complete | N/A | initial repairs completed, major additional repairs identified |
| 3rd | Comprehensive storm water management plan for sections across town | See Category 2 | | |
| 3rd | Eleanor Park | See Category 2 | | |
| 3rd | Lot with realtor vacant town-owned buildings/property downtown for sale | See Category 2 | | |
| 4th | Putting the most up-to-date town code online and having a hard copy available | Complete | N/A | N/A |
| 4th | Colonial Avenue landscape improvements | See Category 2 | | |
| 4th | Improvements to golf cart path | Complete | N/A | N/A |
| 4th | Memorials Advisory Commission and plaque, Res #90-18 | See Category 2 | | |
| 4th | Formation of Parks & Recreational Citizen Committee | See Category 2 | | |
| 4th | Amend Zoning Ordinance tree replacement requirements | Ongoing | | |
| 4th | Amendments passed by Planning Commission (Articles 13, 24 & 10) | Ongoing | | identified council never passed, now back to PC |

To-Do List

| Category | Project | Addressed | Additional Guidance | Notes |
|----------|---|---------------------|------------------------|---|
| 4th | Supporting/connecting trolley to Monroe's birthplace | Complete | N/A | N/A |
| 5th | Allocation of returned funds from school \$300 & \$500 K | Complete | N/A | N/A |
| 5th | Economic Development hire or consultation/business incentives package | Complete | N/A | N/A |
| 5th | Down the River, Up the Bay pedestrian bike path around the Point | Need guidance | Need Council Guidance | |
| 5th | Chamber of Commerce stage/Jamphilheater | In Progress | N/A | resurrecting partnerships |
| 5th | Comprehensive parking plan for the town | In Progress | N/A | phase 2 currently |
| 5th | Implement water metering system and costs analysis | Ongoing | N/A | |
| 5th | Professional utility services engineering study | Ongoing | Additional Guidance | |
| 5th | Comprehensive storm water management plan for sectors across town | Ongoing | N/A | |
| 5th | Lot with realtor vacant town-owned buildings/property downtown for sale | Complete | N/A | N/A |
| 6th | Town Code rentals tax program | Addressed | | being researched with the state/ attorney input |
| 6th | Down the river, Up the bay | See Category 3 | Needs Council Guidance | |
| 6th | Multi-purpose-squad building | Long Range | | |
| 6th | New Municipal facility w/police station | Long Range | | |
| 6th | New community center w/indoor stage and event space | Long Range | | |
| 6th | Main Street designation | Ongoing | | Downtown Colonial Beach |
| 6th | 1 st Street sidewalk and signage | Addressed | | addressed |
| 6th | Improvements to Hawthorne St. and Washington Ave | Additional Guidance | Additional Guidance | |
| 6th | Beach replenishment | Ongoing | | |
| 6th | Full review of Town Code | Ongoing | | Attorney strategy plan in review |
| 6th | Repagination of Town Code | Long Range | | |
| 6th | Social network policy | Revisit Dec 2019 | | on schedule |
| 6th | Procurement policy | In Progress | | being addressed |
| 6th | Itinerant merchants (in Zoning Ordinance) | Addressed | | currently being addressed with NGO involvement |
| Admin | Demolish Klotz Building, install parking lot | Complete | N/A | N/A |
| Admin | Identify all town-owned properties | Partial | | RID submitted |
| Admin | Banners on Colonial Avenue | Complete | N/A | N/A |
| Admin | Pedestrian plaza and improvements | Complete | N/A | N/A |