



**Minutes of the  
Colonial Beach Town Council  
Work Session held on  
Wednesday, October 2, 2019 at 6:00 p.m.**

Colonial Beach Town Center  
22 Washington Avenue

**Present**

Eddie Blunt, Mayor  
Robin Schick, Vice Mayor  
Frank Alger, III, Council Member  
Steve Cirbee, Council Member  
Pat Ey, Council Member  
Vicki Roberson, Council Member

**Absent**

All Council Members were present, with the exception of Dallas Leamon.

**Also Present**

Town Manager, Quinn Robertson  
Town Clerk, Kathleen Flanagan  
Deputy Town Manager, Rob Murphy  
Zoning Administrator, Richard Douglas  
Chief of Police, Bruce Hough

**Call to Order**

Mayor Blunt called the meeting to order at 6:00 p.m.

**Roll Call of Members**

Mayor Blunt noted that all council members were present, with the exception of Dallas Leamon.

**Approval of the Agenda**

Mr. Cirbee made a motion to approve the agenda as written. Ms. Roberson seconded the motion.

Mayor Blunt called for a roll call vote. Mr. Cirbee voted “aye,” Ms. Roberson voted “aye,” Mr. Ey voted “aye,” Ms. Schick voted “aye,” Mr. Alger voted “aye,” and Mayor Blunt voted “aye.”

*The motion to approve the Agenda as written passed with a unanimous vote of council members present.*

### **Presentations**

There were no presentations.

### **Unfinished Business**

There was no unfinished business.

### **New Business**

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

Mr. Cirbee made a motion to approve Resolution #44-19 as written. Ms. Roberson seconded the motion.

Mayor Blunt asked Mr. Cabrey if he would like to speak. Mr. Cabrey stated he was looking forward to volunteering within the community.

Mayor Blunt called for a roll call vote. Mr. Cirbee voted “aye,” Ms. Roberson voted “aye,” Mr. Ey voted “aye,” Ms. Schick voted “aye,” Mr. Alger voted “aye,” and Mayor Blunt voted “aye.”

*The motion to approve Resolution #44-19 as written passed with a unanimous vote of council members present.*

#### **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.

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## **Status Items**

### **Current Tree Replacement Requirement**

Mr. Douglas summarized a handout he provided to Council.

Mr. Douglas directed Council’s attention to Article 22, which is Chesapeake Bay regulations, which is where the tree replanting language is found, not under the landscaping section. Article 24 is the landscaping regulations. So both Articles 22 and 24 will need to be revised.

Mr. Douglas noted in Article 24 the most substantive changes are to parking lot requirements and minor changes to impervious surfaces.

Ms. Schick noted that Article 24 only applies when you’re building new development.

Mr. Douglas noted Article 22 addresses the RPA and the RMA.

Ms. Schick noted the entire town is in the RMA.

Ms. Schick stated that in Article 22 states that trees have to be replaced and what they have to be replaced with is where Article 24 comes into play. There is a chart of native plant species.

Currently, the Planning Commission approved an updated list of plant species.

Mr. Douglas noted there were a few changes to the list, such as flowering.

Ms. Schick directed Council’s attention to page 24, which added new plants to the list.

Mr. Douglas noted that there is a provision for the Zoning Administrator to make exceptions and, in certain cases, shrubs have been allowed to be planted in place of a tree that has to be taken down.

Mayor Blunt asked if crepe myrtles had been added to the list. Ms. Schick said that crepe myrtles needed to be added.

### **Plaza Update**

Mr. Murphy stated the pedestrian plaza has come a long way and the first phase was inspected today.

Mr. Cirbee stated the end of the boardwalk and the end of the streets on the north side has suffered a serious loss of sand.

Mr. Murphy said there were interesting projections on the VIMS website and suggested Council look at the projections as to sea level rise.

Ms. Roberson asked Mr. Murphy to share the link with Council.

### **Memorials Advisory Commission**

Mr. Cirbee stated that several applicants had turned down an appointment. Ms. Flanagan and Burkett Lyburn have agreed to accept an appointment.

### **Town Council Priority List and Grant Opportunities**

Mr. Robertson directed Council's attention to the spreadsheet that shows each project approved by Council and the current status of that project by category.

Mr. Robertson stated that by having a clear direction from Council as to its goals and objectives, staff has been able to tackle each goal and effectively complete a majority of those goals.

Mayor Blunt asked if temporary signs can be affixed to fences.

Mr. Cirbee said all the rest of the signs are in the right of way.

Mr. Ey discussed what he has been working on for establishing a Parks and Rec Department. Part of that has been holding discussions with the YMCA.

Mr. Ey said a discussion should be held regarding what the town is willing to fund for this program.

Mr. Cirbee suggested the town will need a separate building and grounds department.

Mr. Robertson reported that signage is being addressed for conformity and with up-to-date information.

Mayor Blunt suggested signage identifying the three areas of the beach: north beach, south beach and central beach.

Mr. Robertson suggested hiring a full time GIS operator, which position has been needed for quite some time.

Mayor Blunt suggested Mr. Robertson seek FEMA grants to fund this position.

Ms. Schick said the town needs to update lot lines.

Mr. Robertson said the RFP has gone out soliciting brokers to market and sell town property.

Ms. Schick suggested sending the EVA link to all Fredericksburg realtors.

Ms. Roberson asked how much the GIS has cost and will cost, as well as the other projects on the list.

Mayor Blunt noted this has been going on for a long time and so far, in a piece meal fashion, the town has spent \$70,000.

According to Mr. Robertson, it will cost the town approximately another \$60,000.

Mr. Cirbee stated that the document states the word “complete” next to items that have additional steps to take. Ms. Schick agreed with Mr. Cirbee.

Mr. Robertson said this document is useful as a metric for staff performance.

Mr. Robertson said a committee has met that is looking at development of the numbered streets. Council requested Joyce Reed join that committee.

Mr. Murphy suggested the town review the original revitalization plan.

Mayor Blunt thanked Public Works for cleaning up the north beach area.

### **Citizen Input**

Bob Christenson, Washington Avenue, spoke on behalf of the Planning Commission regarding the Comprehensive Plan and the Capital Improvement Plan, which they are currently working on both.

### **Closed Meeting**

There was no closed meeting.

### **Adjournment/Recess**

Mr. Leamon made a motion to adjourn the meeting. Mr. Cirbee seconded the motion.

Mayor Blunt called for a roll call vote. Mr. Cirbee voted “aye,” Ms. Roberson voted “aye,” Mr. Ey voted “aye,” Ms. Schick voted “aye,” Mr. Alger voted “aye,” and Mayor Blunt voted “aye.”

*At 8:12 p.m. Mayor Blunt adjourned the meeting.*

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Kathleen Flanagan, Town Clerk