



**Minutes of the
Colonial Beach Town Council
Work Session held on
Saturday, January 25, 2020 at 8:00 a.m.**

Colonial Beach Town Center
22 Washington Avenue

Present

Eddie Blunt, Mayor
Robin Schick, Vice Mayor
Frank Alger, III, Council Member
Patrick Ey, Council Member
Vicki Roberson, Council Member

Absent

Councilmen Steve Cirbee and Dallas Leamon were absent.

Also Present

Town Manager, Quinn Robertson
Deputy Town Manager, Rob Murphy
Town Clerk, Kathleen Flanagan
Assistant Town Clerk, Heather Oliver

Call to Order

Mayor Blunt called the meeting to order at 8:03 a.m.

Roll Call of Members

Mayor Blunt noted that Councilmen Steve Cirbee and Dallas Leamon were absent.

New Business

Resolution #01-20, Accepts the Resignation of Colleen Teal as Chief Financial Officer

Ms. Schick made a motion to adopt Resolution #01-20 as written. Mr. Ey seconded the motion.

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

The motion to adopt Resolution #01-20 as written passed with a unanimous vote of council members present.

RESOLUTION #01-20, Accepts the Resignation of Colleen Teal as Chief Financial Officer

WHEREAS, Colleen Teal has served as the Chief Financial Officer for the Town of Colonial Beach since August 21, 2019; and

WHEREAS, Colleen Teal has submitted her resignation on January 25, 2020 effective in two weeks.

NOW THEREFORE BE IT RESOLVED by the Colonial Beach Town Council at a work session meeting on January 25, 2020, that the resignation of Colleen Teal is accepted, effective immediately.

Resolution #02-20, Appoints Lisa Okes as Chief Financial Officer

Ms. Schick made a motion to adopt Resolution #02-20 as written. Mr. Ey seconded the motion.

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

The motion to adopt Resolution #02-20 as written passed with a unanimous vote of council members present.

RESOLUTION # 02-20, Appoints Lisa Okes as Chief Financial Officer for the Town of Colonial Beach

WHEREAS, the Colonial Beach Town Council created by Ordinance the position of Chief Financial Officer in order to provide appropriate oversight and management of Town Funds; and

WHEREAS, the Town Council has selected a highly qualified individual, Lisa Okes, to serve as the Chief Financial Officer; and

NOW, THEREFORE, BE IT RESOLVED that the Town Council hereby appoints Lisa Okes as Chief Financial Officer for the Town of Colonial Beach effective immediately.

Introduction of New Operations Manager

Mr. Robertson introduced Greg Maggard, new Operations Manager for Public Works.

Goals and Objectives

Council discussed and categorized each of the following issues for 2020:

Rescue Squad housing for county staffed truck
Pier Lease Administration
Comprehensive Plan Update Review & Adoption.
Census 2020 Information for Town
Town Manager employment review
Robin Grove shoreline protection
Water Meter Cost Analysis
End of boardwalk pedestrian plaza and improvements
Dog Park Implementation at Robin Grove
Install Parking Lot at Klotz Building
Business License Tax Improvements
Comprehensive storm water management plan for sectors across town Public Works
Pedestrian Down the River, Up the Bay "trail" around the Point
Comprehensive parking plan for the town
Eleanor Park - Improve Function & Revenue
Remove blight along Colonial Avenue
Planning for Future Development of Classic Shores
Memorials Advisory Commission and plaque, Res #30-18
Professional utility services engineering study
Use of 700 Colonial Ave.
Sign ordinance revisions and enforcement
Dominion Double Poles & Removal of old Verizon wires Public Works/Dominion
Reestablish BZA
Further Street Paving to VDOT Standards (5th Street)
Formation of Parks & Recreational Citizen Committee
Amend Zoning Ordinance tree replacement requirements
Town Pier Replacement/Refurbishment
Beach Fortification
ADA Compliance at Police Dept. & Town Hall
Water Tower Refurbishment
Garbage and Jet Truck Replacement
Improved document storage operations
WWTP Tower Refurbishment
Parks in North Side of Town
Colonial Avenue landscape improvements
Economic Development - Create business incentives package
Eleanor Park conservation easement or grant awards
Amendments passed by Planning Commission (Articles 13 & 10)
Compensation for Legal Counsel Resolution
Lennar Property Group outreach (Potomac Crossing)
Torrey Smith Rec Park Maintenance (Water, Cameras, Bathhouse)
CBPS Internship Program

Escalate Tall Grass Fines for Chronic Offenders/Annual Notice
Uniform Procurement Options/Hi-Vis
Park Rules & Signage (Town Ordinance)
Chamber of Commerce stage/amphitheater
Itinerant merchants (in Zoning Ordinance)
Main Street designation
New community center w/indoor stage and event space
New Municipal facility w/police station
Repagination of Town Code
Improvements to Hawthorne St and Washington Ave
Full review of Town Code
Town Code rentals tax program
Investment alternatives for “Yacht Club” monies presentation

Adjournment/Recess

Ms. Schick made a motion to adjourn. Mr. Alger seconded the motion.

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

At 3:20 p.m. Mayor Blunt adjourned the meeting.

Kathleen Flanagan, Town Clerk