



**Minutes of the
Colonial Beach Town Council
Regular Meeting held on
Wednesday, October 21, 2020 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
Patrick Ey, Council Member
Dallas Leamon, Council Member
Steve Cirbee, Council Member
Vicki Roberson, Council Member

Absent

All Council Members were present.

Also Present

Town Manager, Quinn Robertson
Deputy Town Manager, Rob Murphy
Interim Town Attorney, Vivian Seay-Giles
Interim Zoning Administrator, Kathleen Easley
Town Clerk, Heather Oliver
Chief of Police, Bruce Hough

Call to Order

Mayor Blunt called the meeting to order at 06:06 P.M.

Moment of Silence/Pledge of Allegiance

Mayor Blunt led a Moment of Silence in honor of Kathleen “Kathy” Flanagan and Tracy Despres. He also led the Pledge of Allegiance.

Roll Call of Members

All Council Members were present.

Additions to the Agenda

Mr. Ey made a motion to strike Resolution #41-20, Appointment of Members to the Colonial Beach Parks and Recreation Commission from the agenda. Mr. Cirbee seconded the motion.

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

The motion to strike Resolution #41-20 from the agenda passed with a unanimous vote of council members present.

Mr. Alger made a motion to remove September 2, 2020 Work Session and September 16, 2020 Regular Meeting from the Approval of Minutes. Mr. Ey seconded the motion.

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

The motion to remove September 2, 2020 and September 16, 2020 from Approval of Minutes passed a unanimous vote of council members present.

Ms. Roberson made a motion to remove Resolution #42-20, Authorizes the Purchase of the RAUSCH ECO STAR 400 CAMERA VAN from the agenda. Mr. Cirbee seconded the motion.

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

The motion to remove Resolution #42-20 from the agenda passed with a 6 to 1 vote of council members present.

Mr. Leamon made a motion to move Resolutions #39-20, Final Authorization for Sale of Real Town Owned Property and Resolution #40-20, Approves Sales Contract and Development Agreement for Town-Owned Property after presentations under Number 10, Unfinished Business. Mr. Cirbee seconded the motion.

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

The motion to move Resolutions #39-20 and Resolution #40-20 to after presentations on the agenda passed with a unanimous vote of council members present.

Approval of the Agenda

Mr. Leamon made a motion to approve the agenda, as amended. Mr. Alger seconded the motion.

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

The motion to approve the agenda, as amended passed a unanimous vote of council members present.

Approval of Minutes

Mr. Leamon made a motion to approve the minutes from the March 28, 2018 Special Meeting and September 19, 2018 Regular Meeting. Mr. Ey seconded the motion.

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

The motion to approve the minutes passed with a unanimous vote of council members present.

Council Member Announcements

Ms. Schick gave her condolences to the Sawdy Family on the passing of Mrs. Dale Sawdy.

Ms. Schick reported the RAFT meeting this month went really well. They have agreed to assist in the engineering of design for specific areas related with the stormwater management.

Mayor Blunt thanked Public Works for their design and build of the plexi glass dividers at Town Center.

Mayor Blunt read the speech he had written for Kathy Flanagan’s memorial service.

“Kathy was a great friend and a trustworthy coworker. She was a voice of reason that has helped many mayors and council members better understand their roles and responsibilities. She kept us out of unnecessary trouble and provided us with different perspectives to ensure we were representing all of our community. She made sure we were prepared for a variety of emotions from our citizens and kept her finger on the public’s pulse. She maintained a level of professionalism that is hard to imitate today, even when it was difficult due to our decisions she did not agree with.

I am lucky to have worked with Kathy these last six years. She taught me many things and kept me focused on the issues, not the noise. What I will miss most are the laughs we had. There were times that I was upset about certain issues and she would give me the

“quit your whining” look and we would laugh. I remember during my time as acting town manager, she would keep me pointed in the right directions and it created many laughable moments, most I can’t share.

Kathy loved her family unconditionally and would talk about her grandchildren all the time. She really looked forward to her retirement and spend time with her family. Especially her grandchildren, Alexandra, Cadence, Destiny and Decklyn, and Lydia, I know how much she loves you all.

Kathy was the glue that held this community together. People looked to her for guidance and adopted her as a mother and “MeeMaw”.

I will miss Kathy and her sense of humor, her strong diligence and the compassion she had for our community. She will be missed by me and our community. We have lost a great friend.”

Presentations

Halloween Proclamation, Mayor Blunt

Mayor Blunt announced the Town Of Colonial Beach will continue with Halloween as scheduled from 5:00 pm to 8:00 pm. He advised the citizens to visit the Town Website for links to the CDC and VDH for guidelines on how to have a safe Halloween.

Mayor Blunt presented the Halloween Proclamation

Proclamation

WHEREAS, the Town of Colonial Beach wishes a safe and spirited Halloween Celebration for its citizens and encourages young and old to enjoy this holiday; and

WHEREAS, small mysterious creatures will emerge from 5:00 p.m. to 8:00 p.m. and propose a choice to their friends and neighbors of a trick or a treat; and

WHEREAS, to provide a safe environment, the small mysterious creatures must be accompanied by an adult; and

WHEREAS, town citizens that wish to participate are asked to leave a light on so the mysterious creatures may roam safely; and

WHEREAS, for personal protection please wear a mask and maintain social distance from unfamiliar; and

NOW, THEREFORE, BE IT PROCLAIMED that the Town Council of the Town of Colonial Beach hereby proclaims that the hours between 5:00 p.m. and 8:00 p.m. on Saturday, October

31, 2020, are hereby designated as Halloween “Trick or Treat” Night within the Town of Colonial Beach.

BE IT FURTHER PROCLAIMED that all small mysterious creatures and their families have a happy and safe Halloween.

Veteran’s Day Proclamation, Mayor Blunt

Mayor Blunt presented the Veteran’s Day Proclamation.

Proclamation

WHEREAS, on June 1, 1954, Congress named November 11th as Veterans Day, a day the nation honors those who have risked their lives to protect our country and defend our freedom; and

WHEREAS, throughout America, people live in freedom because of the sacrifice and contributions of those who have served and continue to serve; and

WHEREAS, we are indebted to the family members that made sacrifices to support the men and women who protect and serve our country; and

NOW, THEREFORE, BE IT PROCLAIMED by the Mayor and Town Council of the Town of Colonial Beach that we hereby recognize November 11, 2020 as Veterans Day and call this observance to the attention of our citizens.

Tommy Edwards, 2nd Street, on behalf of American Legion and VFW, mentioned the Veteran’s Day program will be held at the Cannon on Wednesday November 11th, 2020 at 11:00 AM. Mr. Edwards asked Mayor Blunt as his last duty to come say some words that day. He mentioned that Mr. Thomas W. Tilt, a Retired Naval Captain Aviator will be the speaker. For some that don’t know, he is Ms. Maggie Lane’s grandfather.

Westmoreland County Social Services, Gail Crooks

Ms. Crooks stated she had joined the Westmoreland County Department of Social Services just as COVID-19 hit the United States. Her office has a staff of 26 members and operates under a \$2.4 million dollar budget that is funded primarily from the state and federal government.

Ms. Crooks reported that out of all the households that receive public assistance services, 40% of those require long term interaction. In addition, the department was received 10% of the

allotted CARES Act monies granted to the county to initiate an assistance program. This program is for citizens seeking assistance due to employment hardship from COVID-19. As of today, there have been 64 applications, half of those have been processed and we foresee additional applications being submitted. The fund is unlike the other public assistance, it is able to help with cost of residence, utilities, transportation and childcare assistance. There is also a grant to assist with mental and medical needs of people experiencing hardship from COVID-19. The CARES fund program ends on December 31, 2020.

Mayor Blunt asked how significant the virus has been to services required.

Ms. Crooks replied they experienced a delayed impact due to the supplemental unemployment that citizens have received.

Mayor Blunt asked out of the 40% of households that require long term interaction, how many live in the Town of Colonial Beach.

Ms. Crooks replied that she is on the RAFT team for the county. One of the tasks is to identify the population throughout the county. She is supplying the planning department with information on citizens enrolled in assistance programs, excluding their personal information. This will help identify where the clusters are located. The plan is to map it in 3 stages of assistance, Medicaid, SNAP and TANF.

Mayor Blunt stated it would be helpful to receive the information when available. The information would inform us what more we can do to help our community properly.

Virginia Department of Transportation, George Bowman

Mr. Trivett introduced Mr. Bowman and Mr. David Beale and thanked Ms. Crooks for coming to speak.

Mr. Beale presented information about himself. He has been a resident engineer with the department for 8 years.

Mr. Beale reported on the new initiative that has started called "Virginia is for Lovers not Litter." He explained the additional programs that the department of transportation offers.

Mayor Blunt asked what the Town would have to do to remove commercial signage along the North End on route 205.

Mr. Beale responded he would look into the concern and contact the Town Manager.

Ms. Schick asked about the VDOT 6-year plan and does the Town coordinate with the county or VDOT.

Mr. Beale responded that the coordination of the 6-year plan should be with the county.

Mr. Bowman reported he has been with VDOT for 5 years and 2 of those within Westmoreland County. Looks forward to having a positive working relationship with the Town and is delighted to here.

Mayor Blunt thanked the gentlemen for presenting and all the hard work they have put in at the Virginia Department of Transportation.

Colonial Beach Schools

Mr. Turner reported a second round of the P-EBT has gone out and all of the students should have received a card. Virtual Learning is still ongoing, and the school is still navigating education through COVID. He presented a document with all of the grants the school has acquired to assist during COVID-19.

Westmoreland County Supervisor

Mr. Trivett noted Mr. Bowman and Mr. Beale are in attendance every month at the Board of Supervisor meetings. If there are any concerns from the Town, they would be more than happy to address the concerns.

Mr. Trivett reported the Healthy Harvest Food Bank was approved. From April into July they had a 22% increase in the amount of food they handed out among 6 locations.

Mr. Trivett further reported there will be a meeting to choose and approve the that bids have been received for the Oak Grove Sub Station. The board of supervisors has agreed to allow the Chief to advertise for 12 positions that include 4 EMT, 4 ALS/MEDIC and 4 Supervisor positions. He hopes that in the future, funds will be available to staff a unit in town. There have been 769 calls since January just in the Town and additional manpower is needed for our citizens.

Mayor Blunt noted the solution to fix our emergency response times is for the citizens to attend the meetings in the county and voice the need for EMS.

Mr. Trivett stated the Town should have a staffed 24-hour medic unit at all times. The citizens of the Town need to demand it and deserve it.

Mr. Trivett noted the registrar's office has received over 2,000 votes. They are still accepting early votes up until October 31, 2020. They are open Monday through Friday from 8:30 AM to 4:30 PM. They will also be open on October 24th and October 31st from 8:30 AM to 4:30 PM.

Mr. Leamon asked after Mr. Trivett was finished presenting, how many of our EMS calls do we have to have mutual aid respond.

Mr. Trivett responded that he was not certain on that number.

Planning Commission

Mr. Cabrey noted there will be a Town Hall meeting tomorrow night at the Elementary School starting at 5:30 PM. The meeting is specifically to address the parks in the Town.

Downtown Colonial Beach

Ms. Reimherr stated the Historic District surveying is about to begin. There will be a zoom meeting on November 5th to go over the information. Information was received from DHR about additional programs to utilize before the Historic Designation.

Colonial Beach Community Foundation

Mr. Nelson stated they have been working with DSS and happy to provide space when needed for DSS to come to town. The foundation has been handing out gift cards at the food pantry along with the food. This way people can purchase some items we are unable to provide. Mr. Nelson further stated all the NGO's are working together to light up the beach for the holidays. The NGO will be giving a prize to the winners that light up their house or residence the best.

Colonial Beach Recreation Association

Ms. Griesevich noted her excitement for the establishment of the parks and recreation commission.

Colonial Beach Green Space

Mr. Kennedy stated the Green Space organization was a non-profit (501c3) and they are not affiliated with other NGOs or with the Friends of Eleanor Park. They do on an occasion collaborate with other non-profits such as Downtown Colonial Beach. Greenspace was formed to raise funds and create greenspaces and parks in the Town to maintain the health and well being of the citizens.

Unfinished Business

Public Hearing

Resolution #39-20, Final Authorization for Sale of Real Town Owned Property

Open Public Hearing

Mayor Blunt opened the public hearing at 7:32 PM.

Robert Vaughn, Owner of Riverview Inn addressed the offers he has made on all the real town-owned properties that are for sale. He stated his offers never received a response from the Town. Compared his offers to the contracts that Dodson Development Group has presented. He believes the contracts with the developers are not in the best interest of the town

and that it is a conflict of interest and being sold at a discounted price.

Phil Rogers, Riverfront Village Drive stated he had concerns with the developer and their capitalization and wanted to know if there was a contingency plan. He hopes the council and attorneys have done their due diligence to make sure we don't end up with half developed stone hinges.

Mike Fitzpatrick, Wirt Street noted this is the great opportunity and best that been brought to town. He believes with partnership of the comp plan the vision of the future of town will be seen. Some of the comments from prior speakers brought up concerns and hopes the council has done their due diligence to protect the town.

Lisette Montalvo, Irving Ave stated she conducted a survey on social media and the majority was in favor of the development. She confirmed that the condos that are currently on the boardwalk are all full. She looks forward to the progress and believes it is a unique opportunity for the town.

Caryn Self Sullivan, Beach Ave stated she came to be in support of the developer. She is concerned that other offers had been proposed to council without response.

Joyce Reimherr, Downtown Colonial Beach she stated her great respect for the Vaughn family and that she is saddened that they did not have a response from town on their proposal. She is looking forward to the developer and what they are going to bring to beautify the downtown area.

Charles Kehoe, Monroe Bay Townhomes stated for too long he has heard about things happening and looks forward to seeing something happen.

Robert Christiansen, Washington Ave noted his concerns are in the developer sitting on the property and reselling it for a profit.

Close Public Hearing

Mayor Blunt closed the public hearing at 7:53 PM.

Council Action

Mr. Alger made a motion to approve Resolution #39-20, as written. Mr. Cirbee seconded the motion.

Mr. Leamon noted he looked to co council to be experts on these matters. He also had a friend help navigate him through some questions he had about the contracts.

Mr. Cirbee stated his concerns with the different entities on the contracts. He went over the terminology and requirements for Phase 1. There is also some terminology on Phase 2 regarding the historic district that concerns him. Phase 3 and Phase 4 are further out on the timeframe as expected and closing will not be as soon as citizens expect.

Ms. Seay-Giles clarified this discussion is about the disposal of the property not the actual contracts. The purpose of the contracts was to incentivize the development and prevent the town from going to court.

Ms. Schick clarified that Resolution #39-20 is for the disposition of the properties and has already been passed. We are addressing it again for due diligence. Her goal has been to improve the boardwalk for the last 10 years. There has been due diligence throughout this process, and it is not something we are just jumping into.

Mayor Blunt stated this has been going for 6 years. Property has been sitting for sale for a very long time. Public hearings have been held throughout the years to dispose the properties and rezone parcels. He is looking forward to working with the developers.

Mayor Blunt called for a roll call vote to approve Resolution #39-20. Mr. Alger voted “aye,” Mr. Ey voted “aye,” Mr. Leamon voted “aye,” Mr. Cirbee voted “aye,” Ms. Roberson voted “aye,” Ms. Schick voted “aye,” and Mayor Blunt voted “aye.”

The motion to approve Resolution #39-20, as written passed with a unanimous vote of council members present.

RESOLUTION #39-20, Final Authorization for Sale of Real Town Owned Property

WHEREAS, the Town of Colonial Beach, Virginia (the “Town”) owns various parcels of real property located in the Town of Colonial Beach, Westmoreland County, Virginia; and

WHEREAS, the Town previously determined that it would be in the best interest of the Town to sell certain of those parcels of real property to be developed; and

WHEREAS, in furtherance of the sale of the said properties and following public hearings held pursuant to Va. Code § 15.2-1800, the Town Council of the Town of Colonial Beach, Virginia adopted Resolution #21-19 on April 17, 2019 and Resolution #32-19 on June 19, 2019 approving the sale of certain identified parcels of real property; and

WHEREAS, a public hearing was properly advertised and held pursuant to Va. Code § 15.2-1800 on this the 21st day of October, 2020 to hear public comment regarding the sale of those properties identified in Resolution #21-19 and Resolution #32-19 and other properties identified in the public notice, namely Tax Map Number 3A2-1-8A-B (previously identified as Tax Map Numbers 3A2-1-8A-1, 3A2-1-8A-2, 3A2-1-8A-3, 3A2-2-86-1, 3A2-2-86-2, 3A2-2-86-3, 3A2-2-86-4, 3A2-2-86-5, and 3A2-2-86-11) and commonly known as potential water view property located at 301 Douglas Avenue; and

WHEREAS, the Town now desires to authorize the sale of all of those identified real properties owned by the Town of Colonial Beach.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF COLONIAL BEACH, VIRGINIA that pursuant to Va. Code § 15.2-1800 and Va. Code § 15.2-2101, the Town Council hereby

authorizes and approves the disposal and conveyance of the following real properties owned by the Town of Colonial Beach, Virginia:

1. Tax Map Number 3A2-2-75-11 known as the School Board Office located at 16 North Irving Avenue.
2. Tax Map Number 3A2-2-75-12 known as the former Westmoreland Bank located at 18 North Irving Avenue.
3. Tax Map Number 3A2-2-75-12A known as the Chamber of Commerce building located at 106 Hawthorn Street.
4. Tax Map Number 3A2-2-81-7 commercial waterfront property located at 1 Hawthorn Street.
5. Tax Map Number 3A2-2-81-9A commercial waterfront property located at 100 Beach Terrace.
6. Tax Map Number 3A2-2-81-10 commercial waterfront property located at 198 Beach Terrace.
7. Tax Map Number 3A2-2-82-16A commercial waterfront property located at 213 Taylor Street.
8. Tax Map Numbers 3A2-2-87-9, 3A2-2-87-10, 3A2-2-87-10A, 3A2-2-87-11 commercial waterfront property located at or near 100 Wilder Avenue, Washington Avenue.
9. Tax Map Numbers 3A2-2-87-11A, 3A2-2-87-7, 3A2-2-87-8, 3A2-2-87-5A commercial waterfront property located at or near 100 Wilder Avenue, Washington Avenue.
10. Tax Map Numbers 3A2-2-87-4A, 3A2-2-87-5, 3A2-2-87-6 commercial waterfront property located at or near 100 Wilder Avenue, Washington Avenue.
11. Tax Map Numbers 3A2-2-87-3, 3A2-2-87-3A, 3A2-2-87-4 commercial waterfront property located at or near 100 Wilder Avenue, Washington Avenue.
12. Tax Map Number 3A2-1-8A-B (previously identified as Tax Map Numbers 3A2-1-8A-1, 3A2-1-8A-2, 3A2-1-8A-3, 3A2-2-86-1, 3A2-2-86-2, 3A2-2-86-3, 3A2-2-86-4, 3A2-2-86-5, and 3A2-2-86-11) and described as potential water view property located at 301 Douglas Avenue.

Resolution #40-20, Approves Sales Contracts and Development Agreement for Town-Owned Real Property

Mr. Ey made a motion to approve Resolution #40-20, as written. Ms. Roberson seconded the motion.

Ms. Seay-Giles stated the contracts will be amended to have the same entity (purchaser) . The contracts were amended to address Mr. Cirbee’s concerns.

Mayor Blunt called for a roll call vote to approve Resolution #40-20. Mr. Alger voted “aye,” Mr. Ey voted “aye,” Mr. Leamon voted “aye,” Mr. Cirbee voted “nay,” Ms. Roberson voted “aye,” Ms. Schick voted “aye,” and Mayor Blunt voted “aye.”

The motion to approve Resolution #40-20, as written passed with a 6 to 1 vote of council members present.

RESOLUTION # 40-20, APPROVES CONTRACTS FOR THE DEVELOPMENT AND SALE OF REAL PROPERTY

WHEREAS, the Town of Colonial Beach, Virginia (the “Town”) owns various parcels of real property located in the Town of Colonial Beach, Westmoreland County, Virginia; and

WHEREAS, the Town Council of the Town of Colonial Beach previously determined that it would be in the best interest of the Town to sell certain of those parcels of real property to be developed; and

WHEREAS, in furtherance of the sale of the said properties and following public hearings held pursuant to Va. Code § 15.2-1800, the Town Council of the Town of Colonial Beach, Virginia adopted Resolution #21-19 on April 17, 2019, Resolution #32-19 on June 19, 2019, and Resolution #39-20 on October 21, 2020 approving the sale of certain identified parcels of real property; and

WHEREAS, in accordance with the directives of Resolution #21-19, Resolution #32-19, and Resolution #39-20, and previous determinations of the Town Council of the Town of Colonial Beach, the identified real properties were advertised for sale and marketed by real estate professionals; and

WHEREAS, following the marketing efforts, the Town has received offers to purchase the identified properties and the Town now desires to accept a private offer it has received to both purchase and develop those real properties and to authorize and effect the sale of those properties in accordance with the said private offer.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF COLONIAL BEACH, VIRGINIA that the Town Council hereby approves and ratifies the four agreements for the sale of real properties to DDG Acquisitions, LLC, each entitled Agreement for Purchase of Real Estate, and the agreement to develop the subject real properties with Dodson Development Group, LLC, entitled Development Agreement, all attached hereto, and the Town Manager is authorized and directed to execute the said five agreements and such ancillary documents as may be necessary to the transactions contemplated by the purchase agreements, all for and on behalf of the Town of Colonial Beach.

SEE ATTACHED CONTRACTS

Public Hearing

Ordinance No. 709, Establishes Parks and Recreation Advisory Commission, Proposed Changes to Town Code

Mr. Ey noted that in the bylaw's language was amended in section 2-137 to address the concern of the commission accepting money. So, the language was amended to remove the commission as the middleman and for the town to accept the funds directly.

Mr. Ey further noted in section 2-133 it read "development and policies", so it has been amended to "development of policies". It was supposed to read as the later, so it was more of a correction.

Mr. Ey stated there is language in section 2-139 that has not been amended prior to the meeting that needs to be addressed in reference to the bylaws.

Ms. Seay-Giles recommended section 2-139 should read as follows "The Commission shall accept Bylaws, and any bylaws may be amended by vote of a majority of the commission voting on the question at the meeting where a quorum is present. Initial Bylaws and all proposed amendments to the Bylaws shall be provided to the Town Council prior to approval and shall be approved by Town Council."

Open Public Hearing

Mayor Blunt opened the public hearing at 8:46 PM

Caryn Self-Sullivan, Beach Ave stated she was looking forward to the structure the commission will provide to the town.

Close Public Hearing

Mayor Blunt closed the public hearing at 8:47 PM

Mr. Leamon made a motion to approve Ordinance No 709, as amended. Mr. Alger seconded the motion.

Mayor Blunt called for a roll call vote to approve Ordinance No. 709, as amended. Mr. Alger voted "aye," Mr. Ey voted "aye," Mr. Leamon voted "aye," Mr. Cirbee voted "aye," Ms. Roberson voted "aye," Ms. Schick voted "aye," and Mayor Blunt voted "aye."

The motion to approve Ordinance No. 709, as amended passed with a unanimous vote of council members present.

**ORDINANCE NO. 709, AMENDS COLONIAL BEACH TOWN
CODE, CHAPTER 2, BY ADDING ARTICLE XI – COLONIAL
BEACH PARKS AND RECREATION ADVISORY COMMISSION**

WHEREAS, the Colonial Beach Town Council desires to establish an advisory commission of Parks and Recreation, which shall be known as Colonial Beach Parks and Recreation Advisory Commission

WHEREAS, the commission shall serve as an advisory body to the Director of Parks and Recreation and Town Council to advise and recommend development of policies, funding and programs to serve the recreational needs and enrichment of the citizens.

NOW, THEREFORE, BE IT ORDAINED, that the Town Council, meeting in regular session on Wednesday October 21, 2020, hereby amends the Colonial Beach Town Code with the addition of Chapter 2, Article XI-COLONIAL BEACH PARKS AND RECREATION ADVISORY COMMISSION, in accordance with the attached draft of such article

ARTICLE XI- COLONIAL BEACH PARKS AND RECREATION ADVISORY COMMISSION

Section 2-130 Establishment of the Colonial Beach Parks and Recreation Advisory Commission: purpose

The Colonial Beach Parks and Recreation Advisory Commission is hereby established to advise and recommend development of policies, funding and programs to serve the recreational needs and enrichment of the citizens.

Section 2-131 Membership

The Commission shall be composed of five (5) members, appointed by the Town Council. All members shall serve without monetary compensation. Members serve at pleasure of Town Council and may be removed at any time by Town Council.

Section 2-132 Terms of Office

The first three (3) members of the commission shall be appointed for an initial two (2) year term. The remaining two (2) members of the commission shall be appointed for an initial one (1) year term. After the expiration of the initial terms, all members shall be appointed for two (2) year terms. The Town Council shall fill any vacancies through appointment. Any person appointed to fill a vacancy shall serve for the remainder of the un-expired term.

Section 2-133 Duties and Powers of the Commission

The Commission has a duty to serve as a liaison between the Town Council, Department of Parks and Recreation and the Town of Colonial Beach citizens to make recommendations on the development of policies, funding and programs to serve the recreational needs and enrichment of the citizens.

Section 2-134 Officers

The commission shall have three (3) officers: a Chairperson, Vice Chairperson and a Secretary. The Commission shall elect the Chairperson and Vice Chairperson and elect or appoint the Secretary at the first meeting of the calendar year. All officers shall serve one (1) year terms.

Section 2-135 Duties and Powers of Officers

The Chairperson shall preside at all meetings and work closely with the Director of Parks and Recreation. The Vice Chairperson shall perform the duties of the Chairperson in the Chairperson's absence or incapacity. The Secretary shall keep all records of the Commission and minutes from the monthly meetings.

Section 2-136 Meetings, Quorum and Minutes

Meetings shall be held as determined by the majority or quorum of members. Meetings may be conducted in accordance with Robert's Rules of Order. Special meetings may be called by the Chairperson, or by written request of two (2) members of the Commission. No action of the Commission shall be valid unless authorized by the vote of the majority of members present. Minutes of meetings shall be kept, and the Commission shall adhere to all requirements of the Virginia Freedom of Information Act, § 2.2-3700, et seq. of the Virginia Code (1950) as amended. Copies of all minutes shall be signed by the Chairperson and the person designated by the Commission to take minutes and shall be forwarded to the Town Clerk within twenty (20) days following each meeting.

Section 2-137 Authority over Contributions

The Commission shall have authority, on behalf of the Town, to solicit private contributions, gifts, bequests and other donations of funds to a Colonial Beach Parks and Recreation fund. All donations shall be deposited with the Town for the exclusive use of the Town and at the direction of the Town Council.

Section 2-138 Advisors

The Commission may seek experts to serve as pro bono advisors to the Commission.

Section 2-139 Bylaws

The Commission shall accept Bylaws, and any Bylaws may be amended by vote of a majority of the Commission voting on the question at the meeting where a quorum is present. Initial Bylaws and all proposed amendments to the Bylaws shall be provided to the Town Council prior to approval and shall be approved by Town Council.

Section 2-140 Annual Meeting

An annual organizational meeting shall be held at the first meeting of each year to elect officers for the coming year.

Status Items

CARES Act

Mr. Robertson noted Ms. Okes was unable to attend the meeting. She has been submitting funds for reimbursement to the county without issue.

Citizen Input

Walter Kern, The Meadows noted his experience in the past when he had a heart attack and how the dispatch did not work well when he had a heart attack.

Paige Williams, Irving Ave noted she was thankful for the time council has given to listen to the citizens concerns.

David Williams, Irving Ave noted his appreciation as a citizen that the council listened to his concerns. He mentioned to council to not forget about Castlewood Park.

Lisette Montalvo, Irving Ave noted she would like to see more development information posted on the webpage. She has some concerns with how local social media pages are lacking civility.

Santiago Montalvo, Irving Ave noted he is here and is going to work to make Colonial Beach better. His family and him love Colonial Beach and are here to stay.

Adjournment/Recess

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

At 9:04 p.m. Mayor Blunt adjourned the meeting.

Heather Oliver, Town Clerk