

OFFICIAL MINUTES OF THE REGULAR MEETING OF THE MANASSAS PARK GOVERNING BODY HELD ON TUESDAY, DECEMBER 14, 2010 AT 7:00 PM AT MANASSAS PARK CITY HALL, ONE PARK CENTER COURT, MANASSAS PARK, VIRGINIA

1. Roll Call: Frank Jones, Mayor
Bryan E. Polk, Vice Mayor
Michael Bunner
Fran D. Kassinger
Keith Miller
William J. Treuting, Jr.

Absent: Suhas Naddoni

Staff Present: Lana A Conner, City Clerk
Dean Crowhurst, Interim City Manager

1. Approval of Agenda

MOTION: Councilmember Treuting moved to approve Agenda with following changes:
The City Manager asks that Item 5 closed meeting be removed from agenda. Add Canon Lease Agreement to the agenda. Add appointment of Planning Commissioner to the agenda.

SECOND: Councilmember Kassinger

VOTE: Unanimously passed

2. Moment of Silence/Pledge of Allegiance: Councilmember Kassinger

3. Citizen Time: There were no citizens wishing to address the Governing Body.

4. City Manager:

a. Employment Agreement:

MOTION: Councilmember Treuting moved to approve the City Manager Employment Agreement between City of Manassas Park and James Zumwalt as recommended by City Attorney.

SECOND: Councilmember Kassinger

VOTE ROLL CALL: Unanimously passed with Councilmember Bunner abstaining

b. Introduction of New City Manager and Reception:

The Mayor introduced James Zumwalt to the City and the Governing Body recessed the meeting for twenty five minutes in order to hold a reception for him and for the citizens to be able to meet him and welcome him and his wife to the city. Mr. Zumwalt thanked the Governing Body for giving him this opportunity to serve the citizens of the city and stated he looks forward to starting his new job on January 3, 2011.

5. Closed Meeting State Code of Virginia Freedom of Information Act: Sec 2.2-3711a of the Code of Virginia: Legal Consultation with City Attorney (7):

This item was removed from agenda at the request of the City Attorney.

6. Public Hearing on Well Lot #6: Carried over from December 7, 2010 Meeting:

The Mayor opened the continued Public Hearing on Well Lot #6. The City abandoned the well lot in January 2010. City held a Public Hearing in October on sale of well lots. They couldn't reach an agreement on how to divide this particular well lot because we had three adjoining property owners who had indicated an interest in purchasing all or a portion of it.

He and the Mayor met with those three interested parties and came up with a division plan which is what the Governing Body has before them tonight that interested parties have agreed to. The City Attorney would have to prepare a deed of boundary line adjustment.

MOTION: Councilmember Treuting moved to close the Public Hearing at 7:33pm.

SECOND: Councilmember Kassinger

VOTE: Unanimously passed

11. Unfinished Business:

The Mayor moved Item 11a up to be addressed at this time.

11a. Well #6 Authorizations to Proceed to Sell Property:

MOTION: Councilmember Bunner moved to authorize Staff to move forward with sale of Well Lot 6 and authorize the City Attorney to prepare a deed of boundary line adjustment and authorize the Mayor or Vice Mayor in his absence to sign the necessary documents.

SECOND: Councilmember Kassinger

VOTE ROLL CALL: Yes: Bunner, Kassinger, Miller, Polk Treuting, Jones

7. Joint Public Hearing:

7b. Comprehensive Plan Amendment #11-04, Proffer Amendment PFA#1105 (6ac. Formally Union Ridge & Belmont Station) Rezoning #11-06 (.84 ac), Glory Hill

The Planning Commission joined the Governing Body for Joint Public Hearing at 7:35 pm. Planning Commissioners Present: Edmond Rishell, John Evans, Oscar Jamilla and Bryan Polk.

Chairman Rishell called the Planning Commission into session at 7:35 pm.

The Mayor opened the Public Hearing Comprehensive Plan Amendment #11-04, Proffer Amendment PFA#1105 (6ac. Formally Union Ridge & Belmont Station) Rezoning #11-06 (.84 ac), Glory Hill

Vanessa Watson, City Planner:

These applications are to request: 1) a comprehensive plan amendment (CPA) to change the designation of the property from Commercial to Multi Family Residential, 2) a proffer amendment to change the permitted use on +/- 6.7 acres from office/retail, as approved with the original rezoning (R-90-5) in 1991, to residential for maximum of 82 townhome dwelling units, and 3) a rezoning for a +/- .8 acre parcel from A-1, Agricultural to PUD, Planned Unit Development. The site is located on the northwest corner of the intersection of Manassas and Andrew Drives. The current zoning is PUD except for the .8 acre parcel which is A1. The long range plan designation is commercial in the Comprehensive Plan. The site is bordered by Manassas Drive to the south, Manassas Park Plaza to the east, Belmont Station (townhomes) to the north and vacant land to the west. The parcel has an existing above ground Stormwater Pond that services the parcel as well as the Manassas Park Plaza Shopping Center.

The applicant is proposing to build an underground facility on the adjacent Parcel Lot 1A, as shown on the General Development Plan dated November 19, 2010 (see Attachment B). It will continue to serve the Plaza as well as the Glory Hill development.

The schools have projected approximately 47 students from this development. Dr. McDade had expressed that there was room in the schools to accommodate these children. Mr. Doll's figured a total of 42.64 students based as K-6, 82 townhomes, 2/3 bedrooms unit ratio is .251 which would be about 20 students. Seventh & eighth grades would be .118 which produces 9.6 students. Nine – twelfth grade ratio is .151 which would produce 12.3. This is based on Prince William County ratios.

The applicant has proffered monetary contributions of \$23,254 per unit for a total of \$1,906,828.00 to be used at the discretion of the Governing Body. Payment will be made in accordance with Va. Code 15.2.2303.1:1 and will be \$23,254.00 per unit before final Certificate of Occupancy.

There is an opportunity for a passive park with a Manassas Park gateway feature. There are opportunities for things the city could do on that corner.

Potomac and Rappahannock Transportation Commission has constructed a bus shelter at the existing stop and has slated that area to put in a bus shelter. Because of the topography they cannot put it there right now.

This development would have the potential of increased customer base at the shopping plaza. There are no weaknesses identified. Staff recommends approval of the comprehensive plan amendment #11-04 to change the comprehensive plan designation to allow for the residential development, the proffer amendment #11-05 with proffers dated December 14, 2010, the general development plan dated November 19, 2010 and the architectural rendering.

Staff recommends approval of the rezoning #11-06 (the yellow area) to change the A-1 parcel to PUD. Staff makes this recommendation to the Planning Commission.

The townhomes along Manassas and Andrew Drives will be facing the street to enhance the gateway effect into the City. The application is not consistent with the Commercial designation in the Comprehensive Plan without a Comprehensive Plan Amendment. However the Zoning Designation is appropriate for the residential development.

There is one primary proposed ingress/egress to the property on Andrew Drive. There is a proposed emergency ingress/egress at the end of Kristy Drive. This will only be used in times of emergency. All other times the access will be restricted.

Commissioner Jamilla wanted to know since there was only one ingress/egress if there was any type of site analysis regarding the feasibility of safety issues regarding that one lone entrance into development. Ms. Watson stated there was not. He questioned where the ingress/egress points would be for this development. Ms. Watson stated this would be determined at site plan. In their review, the public works department did not feel it was warranted at this stage. Ms. Watson stated one solution would be to install stop signs at the ingress/egress point of the development and on the side by the shopping center.

Mr. Lawrence Doll, owner of these two parcels of land, addressed the Governing Body. He has owned this land for over 20 years and it just sits there. In the 1980's the city and county were trying to work out an annexation. The sticking point was the County wanted the four houses to be purchased by the city and be included in annexation. The city asked Mr. Doll to purchase these properties. Eventually Mr. Doll purchased three parcels but the owners would not sell on the fourth parcel. When they went to the State Corporation Commission, they had to have a plan. Eventually this land and land across from this property became commercial and the shopping center and 7-11 was built.

He has been trying for 20 years to do some kind of retail on this property including food stores; he had this under contract with Rite Aid and CVS, fast food stores, day cares, etc. Liberia has sucked the air out of any type of retail in this area. There is a challenge for any type of retail in this area right now. Mr. Doll stated the city had a study completed that stated the city needed about 2,500 more units to support the retail they already built. These townhomes will help the existing shopping center that is there. Units will be facing Andrew Drive and Manassas Drive. These townhomes will give the area an urban look. Mr. Doll will work with the city on what can be done to put up a monument indicating you are now entering Manassas Park. He does not think a lot of people will come out of the development and take a left. It will either be right or straight across. He doesn't think there will be a stacking problem. Belmont Station has 315 units. He thinks about 200 cars empty onto Andrew Drive and the remaining 115 go out the back.

The applicant has proffered monetary contributions as follows:

It is \$23,000 a unit which comes to \$1.9 million dollars which the city may use as they see fit and which city would not receive if it were developed as retail. The water & sewer tap fees are approximately \$11,000 a unit which would be approximately \$900,000. Eighty two townhome units would generate \$400,000 a year in tax revenue. Personal property would generate approximately \$60,000 a year. This is why Mr. Doll is asking for this rezoning.

The schools have projected 47 students from this development. Dr. McDade had expressed that there was room in the schools to accommodate these children. The townhomes are 2/3 bedrooms. Mr. Doll's figured it as K-6, 82 townhomes, 2/3 bedrooms unit ratio is .251 which would be about 20 students. Seventh & eighth grades would be .118 which produces 9.6 students. Nine – twelfth grade ratio is .151 which would produce 12.3. He had a total of 42.64 students. This is based on Prince William County ratios.

Councilmember Polk has concerns because this is not consistent with where the city wants to go not withstanding the challenges Mr. Doll mentioned with regard to retail.

Councilmember Treuting asked about parking.

Zoning Ordinance Parking required: 2.3 spaces per dwelling unit plus 1 additional space for every 3 units = 192 spaces

Parking Provided:

Rear Loading units: 38 units x (1 garage and 2 driveway) = 114 spaces

Front Loading units: 44 units x (1 garage plus 1 driveway) = 88 spaces

Surface parking = 18 spaces

Total parking provided = 220 spaces versus the required 192 spaces

The Mayor opened the Public Hearing for citizen comments:

1. Jesse Ludvigsen, 9255 Matthew Drive: He is opposed to this rezoning. Over the years the city has been whittling away at all the commercial space we have. We are going to end up with four hundred thousand residential units and no place to do any commercial business. The tax burden is outrageously high. We cannot continue to put the entire tax burden on the citizen. We need a plan to develop commercial and businesses. Do not continue to expand the residential base. He agrees that Liberia is a concern and an issue on how we acquire businesses but we need a plan to bring in businesses.

2. Kris Day, 9234 Matthew Drive: In the 2009 a Manassas Park marketing report was done to assess the current conditions for development; there was two weaknesses outlined the tax base is heavily weighed to residential and therefore it is difficult to increase available funds for major products and traffic congestion. Vacant land is available for mixed use development in the area. We have gotten away from the original intent of this space to attract employers and businesses to the city. This decision would be unwise. It is short sighted to add townhomes to a community already stressed in it public services. She is opposed because of the pressure it puts on an already burdened school system which cannot support more students.

She brought statements from fellow neighbors

Linda Chambers, 9196 Matthew Drive; Christine Gardner, 9232 Matthew Drive; Roberta Schalles, 9214 Matthew Drive; Anne Marie Stewart, 9236 Matthew Drive; Samor Chanaa, 9231 Matthew Drive that cannot be here tonight.

One neighbor does not want her child to be in a class of forty since teachers have already been furloughed. A neighbor would like to see a more kid friendly area. A neighbor stated that townhomes decrease the value of adjoining property. This community wants to support our local businesses. The city should increase citizen participation in being loyal shoppers to businesses located in Manassas Park. She had a bumper sticker which reads "we support Manassas Park businesses". She is asking Governing Body to stay the course. Recommit to attracting businesses here and during a better economic climate which is sure to come; we will be glad we preserved this land.

3. Brian Leeper, 9279 Kristy Drive: He lives in Belmont Station. Everything he has read states that townhomes tend to consume more in tax dollars than it generates. This property is next to 9109 Digital Drive which is zoned industrial. The city had a similar incident about eight years ago and there was an outcry about putting residential property next to a parcel zoned industrial which is the most intensive use zoning allows. There is only one emergency egress at the end of Kristy Drive. The primary egress is on Andrew Drive. He believes there will be stacking problems. The convenience store is very busy in the mornings. Parking will be an issue because there are only eighteen common parking spaces. Supposedly he has two parking spaces his garage and driveway. You have to back out a car in the garage switch the cars around which becomes a pain. He doesn't use his driveway very often but parks his three cars and parks one in the garage. He uses the overflow parking lot. There are not sufficient surface parking spaces for people who have company. There are covenants running with the land that prohibiting garages to be used as living space. He does not see how you can enforce that provision. This is one of the last undeveloped commercial properties in the city. We should be patient and wait until the economy turns around.

4. Mark Scheufler, 9402 Wilcoxon Drive: He believes this will reduce his quality of life by adding to the overcrowding of the schools. This will overload the over capacity lot for VRE riders. It will add to the already gridlocked roads trying to get to Centreville where the majority of the jobs are at.

This will reduce the tree cover that we have. He is a big fan of City Center and he thinks the city should focus on expanding the city center development to attract residents there that may not have children. Develop property in a way that will distinguish Manassas Park from other jurisdictions.

5. Ryan Schaedig, 9786 Corbett Place: He is president of the Manassas Park Station Board of Directors: The market is already flooded with homes. Homeowners cannot pay their association dues because they have lost their jobs, etc. Home values will plummet if you add another 80+ homes. It will affect the tax base of the city. There will be an additional burden on the city for all the services used. We will get funds for water & sewer but how much will it cost the city for additional services.

This will affect the traffic on Manassas Drive which affects residents in Manassas Park Station. The signal that handles pedestrian traffic is disabled and not working which makes it a safety issue that needs to be addressed.

6. Robert Makheja: Businessman of Manassas Park Plaza: He is here on behalf of the landlords that own the Manassas Park Plaza. Even with the economic boom, the current number of households in this area cannot sustain retain. They cannot sustain the tenants in Manassas Park Plaza. The landlords are running in the red in the plaza for several years even during the economic boom because of the challenges. You need a certain number of households, traffic counts, etc. for any retail tenant to want to open up a shop for any purpose. It does not exist today in Manassas Park. This is why City Center hasn't had any luck getting tenants. This is why Manassas Park is giving significant concessions to tenants to keep lights on. Otherwise Manassas Park will also be lights out like City Center retail is. He urges the Governing Body to approve this development. He understands the citizens concerns on the number of homes but leaving it commercial will leave it as an empty lot for the next twenty years. Commercial entities look at certain statistics. Unless you put more residential in this area, you will never sustain commercial. If things do not change you may end up with two vacant lots instead of the one in question.

A lot of these owners who operate businesses in Manassas Park live here and employ city residents. One business, Box Buddy, will close its doors at the end of the month because it could not make the business work. The traffic count is just not there. People from Belmont Station do not park in the parking lot of the shopping center. He fully supports this development.

7. Michele Herd, 9209 Zachary Court: This is right next to the industrial and there was a big brouhaha when the trees came down and the neighbors had to see the industrial development net to them. You still have empty land across Digital Drive. There was a big issue when Innovations tried to bring in the asphalt plant which is no where near residential. They couldn't do it even though it was properly zoned.

She does not have a problem with egress/ingress. It scares her when you mention another traffic light. Many years ago, the Mayor stated at a meeting that Manassas Park would not become a bedroom community; we need commercial development. She understands that the traffic is not there. Is there enough parking to sustain this? Will it be properly accessed by the people who live there? Is it appropriate to put it in that location next to the other parcels yet to be developed?

8. Richard Shubert, 9207 Jessica Drive: There have been a lot of concerns raised about parking, lack of support of businesses and living in this community. Living in Belmont Station, he believes there would be problem with parking. Most people in townhomes do not use their garage but keep things there. It amounts to one parking space. Belmont Station does have a parking problem and residents parking on Andrew Drive. An exit and entrance on Andrew Drive would create more hazardous situations. If passed, there is no way the egress could be on Andrew Drive. It would have to be on Manassas Drive. He would like to see a grocery store or a movie theatre there. You need an anchor store.

9. Heather Gustin, 9316 Jan Street: She agrees with what other residents have stated. We don't need more homes. Get commercial first before building more townhomes.

10. Jen Newfield, 9301 Deborah Court: She is President of Cougar PTO. She opposes this development. This will add 200 kids to our schools which will require 28-30 teachers. Manassas Park is known for its schools. We will need more school buses. This can't support schools, police department and fire departments. City Center apartments are not half full. You cannot generate revenue with empty apartments.

Traffic is already bad enough and adding another traffic light is adding time. Single family home values have plummeted and now sell in the same price range as a townhome. Foreclosures are a problem and adding more homes will devalue her house. Manassas Park is a small town with a small town feel. She wants to keep it that way. She does not want to live in city full of townhomes. She asked about our roads. Can they offer her new roads to travel on? Why add more people to travel on these roads we have. She thinks that Governing Body is looking at the money that will be produced from this and not a drain on our resources. She disagrees with commercial concerns. If you get the right stores such as a book store, pet store, Starbucks, etc., they will be supported. She uses the cleaners, 7-11 and Subway.

10. Dwight Ponsart: By e-mail, he wrote that he is opposed to the Glory Hill rezoning. We need more commercial not residential.

11. Noreen Slater: By e-mail she stated they are opposed to this rezoning. This land has been designated as commercial for 20 years. Manassas Park needs commercial not residential zoning.

Close Public Hearing: 8:25 pm:

MOTION: Councilmember Miller
SECOND: Councilmember Bunner
VOTE: Unanimously passed

**7b Proffer Amendment PFA#1103 (formerly approved under rezoning #06- 01)
Manassas Park Station II: to change & reduce dwelling type: copy of report made
part of the record:**

The Mayor opened the Public Hearing at 8; 25 pm.

This is a request to amend the originally approved proffer statement associated with rezoning #06-01 dated May 15, 2006. The application requested rezoning five (5) adjacent parcels totaling +/- 12.2 acres from I-1, Industrial, to PUD, Planned Unit Development. The proposed amendment is requesting to change the dwelling unit type to townhomes and reduce the density from 200 to 126 units. The site is located on the eastern side of Digital Drive, south of its intersection with West Carondelet Drive and approximately 2,000 feet north of Manassas Drive. The site is designated as Multi-family in the Comprehensive Plan.

The subject property is zoned PUD, Planned Unit Development, and consists of approximately 12.2 acres, identified as tax map numbers 30-03-4, 30-03-5, 30-03-5a, 30-03-6 and 30-03-7. The long range plan designation is multi-family residential. The site is bordered by multi-family dwellings to the north, Industrial use to the south, single-family attached dwellings to the east and multi-family dwellings to the west. The level of service impacts related to this request would be mitigated by the monetary contributions. The applicant is proposing a residential development consisting of 126 townhome dwelling units. These unit types will be 20 feet wide. Each building group will contain between six to ten units. The proposed gross density is 10.26 units per acre.

As referenced in the Comprehensive Plan, the subject lots are suitable for residential development, mainly because they are surrounded on three sides with various residential housing types. The southern end of the application is bordered by an Industrial use (Lot 3). This lot line will be screened substantially according to City Code Section 31.33(b) (3) b, with the requirement of a 40-foot buffer, and Section 31.33(j) (1), with the requirement of adequate fencing. The proposal is consistent with the goals and strategies outlined in the Comprehensive Plan for promoting the use of land in a manner harmonious with other uses and the environment.

The applicant has proffered architectural elevations. The dwelling units facing Manassas and West Carondelet Drives will predominately have brick fronts with end units having all brick. The interior units will have a mix of brick and siding of varying color schemes. In addition, the applicant has proffered to submit a comprehensive signage and lighting plan at final site plan stage. Furthermore, the development will have internal street lighting consistent with street lighting to be constructed by the applicant on both sides of those portions of Digital and West Carondelet Drives that abut the proposed development.

There is an Environmental Protection Area (EPA), on the subject property, as shown on the General Development Plan (GDP). This area will remain undisturbed and will be protected, with no development or crossings planned. The applicant will negotiate with the owners of the Haverhill Apartments across Digital Drive to use an off-site stormwater maintenance/best management practices (SWM/BMP) facility, but in the event the facility is not granted, the applicant has proffered several underground SWM/BMP areas on-site, as shown on the GDP. This issue will be resolved by the final site plan stage.

The applicant has proffered to have internal plantings along the parking areas and in the 40' buffer area along the Lot 3 site, as well as streetscape trees along the development area adjacent to Digital and West Carondelet Drives. A landscape plan will be submitted at final site plan stage. There are no on-site recreational amenities planned. The applicant has, however, proffered a monetary contribution amount that will help offset impacts to the existing park facilities.

There are three proposed accesses to the property. One entrance is on West Carondelet Drive and two entrances are on Digital Drive. A traffic impact analysis (TIA) dated November 1, 2005, was submitted with the initial rezoning application containing 200 dwelling units. The number of units is subsequently reduced to 126, so the analysis for the site still applies. According to the TIA, the roadway network will be sufficient to operate at acceptable levels of service with the proposed Manassas Park Station II site.

Each front loading unit (garage in front) will have one garage space and one drive-way space for parking. Each rear loading unit (garage in rear) will have a two car garage with driveway space for parking. Additional guest/overflow parking will be provided within the development.

Parking is proposed to be located within enclosed garages, on driveways and in additional surface lots. The applicant is proposing 413 total parking spaces within the development at 3.2 spaces per unit, which is adequate parking for this type of development. Required parking is 2.3 spaces per unit.

This project is consistent with the Comprehensive Plan.

Projected school population increase from Dr. McDade was approximately 73 students. Dr. McDade indicated that there would be room in the schools for students from both projects.

Monetary: The Applicant shall contribute the sum of \$23,254.00 per dwelling unit to the Governing Body to mitigate the impact of the development upon public facilities and services. The contributions shall be expended at the Governing Body's sole discretion and shall be payable before the issuance of a certificate of occupancy for each such unit. The Applicant shall contribute the sum of \$20,000.00 to the Governing Body for an Opticon device to be installed on the traffic signal at the intersection of Digital Drive and Manassas Drive. This will be paid at the time of final site plan approval. The Applicant shall contribute the sum of \$50,000.00 to the Governing Body for the installation of lights along the pedestrian trail from the VRE Station to West Carondelet Drive. This will be paid at the time of final site plan approval.

In addition to the monetary contributions, the applicant has added several proffers that require items to be included by the Homeowner Association with the Homeowner Documents, such as, prohibiting the conversion of garage spaces into storage or living space and maintenance. The applicant has also proffered to submit Condominium Documents to the City Attorney for review prior to recordation.

Staff finds the applicant's proposal consistent with the intent of the Land Use Section of the 2007 Comprehensive Plan and compatible with existing, adjacent land use and patterns of development. Staff recommends approval of Proffer Amendment #11-03, Manassas Park Station II with proffers dated December 13, 2010, the General Development Plan dated November 24, 2010 and the Architectural rendering to the Planning Commission. Ms. Watson stated these proffers will change to December 14, 2010 because there are last minute changes. At this time, the property is zoned for 200 two over twos stacked towns and the owners could build them tomorrow. That is an approved project. The only difference is a decrease in number of units.

Citizens Wishing to Address this Public Hearing:

1. Ryan Schaedig, 9786 Corbett Place: He is president of the Manassas Park Station Board of Directors. They understand that this has already been zoned. He stated that the name has no association with Manassas Park Station project. This raises issues on what they do and how does that affect their reputation as a Board and as a community. He would like that issue addressed.

Traffic will be a significant issue for their development and they have issues with that. The plan allows for two cars in each garage. People cannot use their garages and this drops the available parking spaces. He understands that this rezoning will reduce the number of units by eighty.

2. David Coates, 9748 Corbett Circle: Manassas Park Station. He was on the Board from the time there was no real Manassas Park station because it was under the builder's authority. They had problems with construction of the houses. The streets were poorly laid out. There were safety hazards which were addressed by Fire Marshal. Parking is on both sides of street which creates safety hazards. They have been concerned about the traffic coming down W. Carondelet where there is no control of the traffic going west. There are large vehicles parking on both sides of the street. You cannot see a small vehicle coming down the street.

His neighbor had eight school age children in a townhome. There are safety concerns about people walking to the VRE. This development should not be allowed if the same types of issues are allowed. There is no place for children in this development area. They want commercial development not more residential.

3. Yolanda King, Resident of Manassas Park Station: She agrees with what Mr. Coates said. The reserve condos residents feel that another development coming down on Digital Drive would be very difficult. She recently became a dog owner and there is no place to walk the dog. There is no place for children to play. As far as parking, they are assigned a space and a half. There is confusion over parking.

It is difficult when the fire department comes through the development. She does want to see the value of her condo go down. She loves Manassas Park and would love to stay here until she retires. She would like to the city focus on City Center.

4. Robert Makheja: Businessman of Manassas Park Plaza: He agrees that it would be great to have a Star Bucks or Dunkin Donut, book store or movie theatre. They offered these types of tenants the entire build out cost to come into Manassas Park and open up shop. They offered \$400,000 to Starbuck to put a business in Manassas Park. They said the traffic count at best is about 15,000 on Manassas Dr; on Signal View and Andrew Drive is about 6,700 cars. They go for 40,000+ vehicles. The city is at 1/2 to 1/3 that number. They look at traffic count, number of households and household income. Manassas Park has the household income.

4. Mark Scheufler, 9402 Wilcoxon Drive: He is a walker from Belmont STation to VRE. He does not use the path because it is an extra .4 miles. He cuts through the wood. He would like to see a high rise development as opposed to Manassas Park Station II.

5. Michele Herd, 9209 Zachary Court: Decrease in density reinforces why you should not rezone Glory Hill development of more residential. You sandwich the industrial you do have. She has heard that the golf course is not doing well so the City is going to develop that residential. City should look at a way to get into Fairfax County other than Route 28.

6. Preston Banks, 9463 Russia Branch View Drive: He thanked everyone for coming out tonight. He has heard the lack of critical mass reasoning before as a reason for not developing commercial. He has talked to businesses especially about traffic count. He has heard in the past about how Manassas Park could not be modern or meet up to Prince William County or neighboring jurisdictions. The residents have spoken and they do not want it rezoned but kept as commercial. We will work together; it will take a long time and a lot of work and patience. It is not worth this short term gain.

7. Noreen Slater: By e-mail she stated they support reducing the density of the number of homes being built in this project.

Councilmember Polk stated that parking is not allowed on Digital Drive.

Close Public Hearing at 8:57 PM:

MOTION: Councilmember Miller

SECOND: Councilmember Bunner

VOTE: Unanimously passed

The Mayor recessed the meeting at 8:57 pm.

Separate minutes were taken of the Planning Commission meeting.

The Mayor reconvened the Governing Body meeting at 9:40 pm.

The Governing Body agreed to consider these amendments and rezoning tonight. Councilmember Bunner abstained. Councilmember Kassinger defers. Councilmember Polk address tonight. Councilmember Treuting addressed tonight. Councilmember Miller defers. Mayor Jones address tonight.

The City Manager stated the applicants had requested that action be taken prior to the end of the year because it has to do with the sale of the property. It is not proper for one Governing Body to sit and hold a Public Hearing and have another Governing Body act on it. After first of year, you will have two new members of Governing Body.

7a Ordinance _____ Proffer Amendment PFA#11-03 (formerly approved under rezoning #06- 01) Manassas Park Station II: to change & reduce dwelling type:

Ms. Watson stated that the Planning Commission recommended to the Governing Body that Proffer Amendment PFA#11-03 (formerly approved under rezoning #06-01) Manassas Park Station II: to change & reduce dwelling type be approved with amended proffer statement(three proffer amendments) as approved by the Applicant and dated December 14, 2010.

Councilmember Treuting stated he talked with Dr. DeBolt about the impact this development would have on the schools. Dr. DeBolt stated that the schools have the capacity for the kids that would come out of this development. He stated that was a major concern of his since the schools started to evolve in 1994 and he believes what the schools are today is what the citizens wanted. He is in favor of this amendment. Councilmember Miller, Kassinger, Polk and Jones concur with Councilmember Bunner abstaining.

MOTION Councilmember Polk moved accept recommendation of the Planning Commission to approve Proffer Amendment PFA#11-03 (formerly approved under rezoning #06-01) Manassas Park Station II: to change & reduce dwelling type and three amendments as approved by Planning Commission per proffer amendment dated December 14, 2010:

1. Land Use:
 - 1.4. Consistent with Section 15.2-2286 of the Code of Virginia, prior to final site plan approval, the Applicant shall provide evidence to the Planning Director that all monies owed to the City for the subject property shall have been fully paid.
2. Architectural Design:
 - 2.4 Lighting: Add a sentence at the end of original sentence. New sentence: The comprehensive signage and lighting plan shall include trees and decorative lighting consistent with the street lighting for City Center along Digital Drive and West Carondelet Drive adjacent to the Subject Property.
6. Creation of Homeowners Association:
 - 6.3: New: The HOA documents prepared by the Applicant shall include the right of the City to enforce all covenants that are included in the declaration of covenants, conditions and restrictions for the Subject Property. If the HOA does not do its job and the development starts to go down, the city can go in and act in lieu of HOA to enforce the declarations.

SECOND: Councilmember Treuting

VOTE ROLL CALL: Yes: Polk, Treuting, Kassinger, Miller, Jones with Councilmember Bunner abstaining

Ordinance _____:

7b. Comprehensive Plan Amendment #11-04

7c. Proffer Amendment PFA#11-05 (6ac. Formally Union Ridge & Belmont Station)

7d. Rezoning #11-06 (.84 ac), Glory Hill

Ms. Watson stated that the Planning Commission recommended to the Governing Body that Comprehensive Plan Amendment #11-04, Proffer Amendment PFA #11-05 and Rezoning #11-06 Glory Hill be denied.

Vice Mayor Polk stated this rezoning is not consistent with city direction. He does not want to give up on commercial. He does not support this and would like Governing Body to deny the application. Councilmember Kassinger and Councilmember Bunner stated they would abstain from voting. Councilmember Miller stated he was an owner of Fat Punks in the shopping center and there was not enough traffic to support that business or any business at the corner of Manassas Drive and Andrew Drive. He supports this development.

Councilmember Treuting stated he agrees with Councilmember Miller comments. Mr. Doll has tried to bring in commercial but without rooftops it is not going to happen. The economic development study stated commercial use is not going to work without more rooftops and vehicles.

Commissioner Rishell stated this rezoning goes all way to Digital Drive and that is not in compliance with the Comprehensive Plan. The City Manager stated as far as the change of how far along Manassas Drive the commercial designation would be in the Comprehensive Plan; he thinks that is more of a planning director issue when she was preparing it. They wanted that one parcel to be cut out of the commercial designation and that parcel would remain commercial. It is a matter of defining it properly. Instead of changing it to Euclid to Digital Drive change it to Euclid to the Glory Hill Development which would make it easier to understand. As far as ingress/egress, staff met and had originally talked about creating a direct access into the neighboring community but the problem was if it wasn't just an emergency access it was also a primary access that there would be a lot of cut through traffic which would create more of a problem than otherwise would occur. That is why it is shown as an emergency access instead of dedicated access point. The eastern terminus is Andrew Drive which would be changed to Digital Drive or commencement of Glory Hill community. The property on the north side of Manassas Drive is designated for non-residential commercial. The proposal in the staff report is it terminates at Digital Drive instead of Andrew Drive. The Planning Commission had a problem with that because it would two parcels between Digital Drive and the site that would become residential. Realistically it would continue up to the western side of the site. The Comprehensive Plan will still show commercial on that section.

The Mayor asked about the limitations and restrictions egress/ingress had to do with Manassas Drive. Jay Johnson, Public Works Director/City Engineer, stated at one time the entrance was on Manassas Drive. They created a right in/right out. They have a turn lane into Andrew Drive (left turn). If an entrance was made to be in there it would be a free flow entrance. You would be restricting the left turn onto Andrew Drive. The Mayor was looking for more than one entrance maybe at corner of the site onto Manassas Drive which would be right in/right out. He does not want a single entrance. That would require some reconfiguration of the site. Mr. Johnson stated right now they have a bus stop there. The Mayor asked what would happen if you put it to the other side of the corner. The bus would have to go onto Andrew and do a come around.

The mountain of dirt on that property would go away with the building of the townhomes. The Mayor stated there is no reason an egress/ingress could not be further down Manassas Drive. Mayor Jones asked why that old Kristy Drive cannot be a right in/right out because the road bed is there as well as the curb cuts. There will be no entrance into the Belmont Station development. The developer could look at putting some parking back there such as visitor parking to accommodate the 17 spaces that will exist. Lawrence Doll, the developer, owns Kristy Drive. Mr. Johnson stated you could do a combination access to that stormwater management facility and right in/right out development. Mr. Doll stated he would be willing to do that and add as a proffer condition.

Vice Mayor Polk stated he does not want to see another entrance onto Manassas Drive. This entrance is too close to bus stop and traffic light at entrance of Andrew Drive and Manassas Drive. The Mayor stated you can have an acceleration lane and merge at Kristy Drive. Mr. Doll stated he would proffer that. Vice Mayor Polk stated that does not alleviate his concern about the traffic.

Councilmember Miller stated right now there is no stop sign coming out of the shopping plaza. Mr. Johnson stated right now there are three entrances on Andrew Drive; one is a common shared at the restaurant and 7-11, there is one in the middle and one all the way at the end of Belmont Station. This entrance would line up with the entrance in the middle.

Mr. Doll stated there is 1.7 acres parcel next to the development which he would be willing to proffer to the city for a public park along with playground equipment.

Councilmember Kassinger stated with the proffer of a park, she would support this rezoning.

7b. Ordinance _____ Comprehensive Plan Amendment #11-04, Proffer Amendment PFA#1105 (6ac. Formally Union Ridge & Belmont Station) Rezoning #11-06 (.84 ac), Glory Hill

MOTION: Councilmember Miller moved to approve Proffer Amendment PFA #11-05 as amended and dated December 14, 2010 for Glory Hill Development with following amendments: Mr. Doll agreed to amend Proffer Amendment PFA#11-05 (6ac. Formally Union Ridge & Belmont Station) as follows:

- 1.4. The Applicant shall construct no fewer than 20 parking spaces on adjacent property known as Lot 1A Phase 1 Digital Park Business Center ("Lot 1-A"), identified as Tax Map Parcel 30((3))1A.
- 1.5 Primary ingress to and egress from the Property shall be (i) via a median crossing access along Andrew Drive, and (ii) via a right-in/right-out access along Manassas Drive near the boundary of the Property and Lot 1-A. An ingress/egress easement shall be granted to the City to provide emergency access to the Property from existing Kristy Drive in Belmont Station.
- 1.6 The Applicant shall construct an acceleration/deceleration lane along Manassas Drive.
- 1.7 If required, the Applicant will dedicate right-of-way for the development of the project.
- 1.8 Consistent with Section 15.2-2286 of the Code of Virginia, prior to final site plan approval, the Applicant shall provide evidence to the Planning Director that all monies owed to the City for the Property shall have been ingress/egress easement shall be granted to the City to provide emergency access to the Property from existing Kristy Drive in Belmont Station.
- 3.2 Storm Water Management will be provided underground on Lot 1A and will be maintained by the Homeowners Association.

- 4.4 The Homeowners Association documents prepared by the Applicant shall include the right of the City to enforce all covenants that are included in the declaration of covenants, conditions and restrictions for the Property.
- 4.5 The Applicant will submit all Homeowners Association documents to the City Attorney for the City of Manassas Park for review prior to recordation.
- 5.2 Land contribution. The Applicant shall convey Lot 1-A to the City to be used initially as a park. The Applicant will provide playground equipment that meets the standards of the City's Parks and Recreation for use on Parcel 1A.

SECOND: Councilmember Kassinger

VOTE ROLL CALL: Yes: Miller, Kassinger, Miller, Treuting, Jones
No: Polk
Abstain: Bunner

Comprehensive Plan Amendment #11-04:

MOTION: Councilmember Miller moved to approve Comprehensive Plan Amendment #11-04.

SECOND: Councilmember Kassinger

VOTE ROLL CALL: Yes: Miller, Kassinger, Miller, Treuting, Jones
No: Polk
Abstain: Bunner

Rezoning #11-05:

MOTION: Councilmember Miller moved to approve Rezoning #11-05 Glory Hill Development with amended proffers dated December 14, 2011.

SECOND: Councilmember Kassinger

VOTE ROLL CALL: Yes: Miller, Kassinger, Miller, Treuting, Jones
No: Polk
Abstain: Bunner

8. Recognition:

8a. Fire Department: Citizen wishing to thank them for their services.

8b. Police Department: Citizen wishing to thank them for their services.

9. Monthly Departmental Updates: Written

10. Consent Agenda

10a. Resignation: Brian Leeper: Economic Development Authority: Elected to Governing Body effective 1/1/2011

10b. Clark Realty Bond Extension Request

10c. Branscome Paving \$18,136.00: Roadway Asphalt Repairs

10d. Finley Asphalt & Sealing: \$155,771.91: Manassas Dr/Mathis Improvements

10e. Cargill Deicing Technology for De-icing Salt: \$12,037.50

10f. Preventative Maintenance Contract for Fitness equipment: Renewal of contract

MOTION: Councilmember Bunner moved to approve as presented.

SECOND: Councilmember Miller

VOTE ROLL CALL: Unanimously passed

11. Unfinished Business:

11a. Well #6: Authorization to Proceed to sell Property: Addressed after Public Hearing. Governing Body addressed and approved at the beginning of the meeting.

12. New Business:

12a MWCOG Appointment for 2011:

The Mayor carried this item over to January 4, 2011 meeting.

12b. UASI Grant Memorandum of Understanding:

MOTION: Councilmember Treuting moved to approve as presented.

SECOND: Councilmember Miller

VOTE ROLL CALL: Unanimously passed

12c Resolution_____ : Authorization for Chief of Police to sign Task Force Agreement:

MOTION: Councilmember Treuting moved to approve as presented.

SECOND: Councilmember Polk

VOTE: Unanimously passed

12d. Appointment to Planning Commission:

MOTION: Councilmember Bunner moved to appoint Julie B. Cline to Planning Commission.

SECOND: Councilmember Treuting

VOTE: Unanimously passed

12e. Copier Lease:

MOTION: Councilmember Naddoni moved to approve lease as presented and authorize Mayor or Vice Mayor in his absence to sign lease.

SECOND: Councilmember Polk

VOTE: Unanimously passed

13. Special Presentation:

13a. Michael Bunner, Governing Body

13b. Dr. Fran D Kassinger, Governing Body

The Mayor presented Michael Bunner and Dr. Fran Kassinger with proclamation and plaque for their years of service.

13c. Dr. Fran D. Kassinger Social Services Advisory Board & Parks and Recreation Advisory Commission:

Maxine Coleman presented Councilmember Kassinger with a proclamation for her serving on SSAB. Catherine Morretta, Director of Parks & Recreation, thanked Councilmember Kassinger for serving the city on the Parks and Recreation Advisory Commission Board.

14. Closed Meeting

15. Return to Open Session

16. Certification & Action out of Closed Meeting if Necessary

There was not a need for a closed meeting.

17. Adjournment: Mayor Jones adjourned the meeting at 10:40pm.

Approved January 18, 2011

Frank Jones, Mayor

OFFICIAL MINUTES OF THE REGULAR MEETING OF THE MANASSAS PARK GOVERNING BODY HELD ON TUESDAY, JANUARY 4, 2011 AT 7:00 PM AT MANASSAS PARK CITY HALL, ONE PARK CENTER COURT, MANASSAS PARK, VIRGINIA

1. Roll Call: Frank Jones, Mayor
Bryan E. Polk, Vice Mayor
Keith Miller
William J. Treuting, Jr.
Suhas Naddoni
Preston Banks
Brian Leeper

Absent: Keith Miller

Staff Present: Lana A Conner, City Clerk
James Zumwalt, City Manager
Dean Crowhurst, City Attorney

1. Approval of Agenda

MOTION: Councilmember Naddoni moved to approve Agenda with following changes:

Item 11 closed meeting will be removed from agenda. Carry Items 6 & 7 Recognitions to the February 1 meeting. Add item 11 at end of agenda: Governing Body comments.

SECOND: Councilmember Treuting

VOTE: Unanimously passed

2. Moment of Silence/Pledge of Allegiance: Councilmember Naddoni

3. Citizen Time:

3a. Rick Shubert: 9307 Jessica Drive:

He is asking the Governing Body to look into three items:

a. Mailbox on this side of the city: You have to go all the way to Euclid Avenue Post Office. There is no regular mailbox on this side of the city. He would like the city to see if we can have a mailbox on this side of city. City has one mailbox on Manassas Drive at public works entrance. There is one on Euclid Avenue down from Osborne Park High School in front of the post office annex. The Mayor stated the city could look into having one here so people could pull through the parking lot and do a drop off. Mr. Shubert stated maybe at City Center or somewhere in this area.

b. Many people cut through the city to get to the Prince William Parkway to avoid Liberia. He would like the light off Manassas Drive onto Signal View a No Turn on Red. Many people do not stop at that light.

c. He is asking that when the playground is built at the Glory Hill development that there be a restriction on allowing dogs in that area. Make it a pet free park. This would make it a kid friendly park. Some people do not watch their dogs in a park.

4. Monthly Update: Schools: Dr. Bruce McDade:

1. Dr. McDade is the new Superintendent of Schools. He has been with the school system for ten years and started as the principal at the high school. He thanked the city for inviting him to be a part of the staff meetings and for the invitation to the city Christmas Party.

2. Sea Perch Competition: He thanked the City for the use of the community center in December 2010. On the 2nd and 3rd of December the city schools were privileged to be part of the first underwater robotics competition known as Sea Perch. Over 500 students representing 12 high schools in the area took part in this competition.

They heard nothing but positive comments. He thanked Catherine Morretta and her staff for going above and beyond and the national staff of National Robotics League spoke in glowing terms of this facility and the staff that hosted it. Because of the success of this competition the National Competition may hold the robotics competition in this area next year. We are not big enough to host the competition but possibly could serve as a satellite. It will probably be held at Freedom Center.

3. Virginia STAR (Student Training and Refurbishment Program): Prince William County asked the city if they would like to begin a program at the high school. They hosted the first ceremony on December 15, 2010. Chris Konig, instructional technology resource teacher, agreed to take on this club that operates out of the high school. Because of his efforts and the efforts of the students, they were able to refurbish computers that were donated to them from agencies such as FBI, Homeland Security, etc. They were refurbished and distributed them to twenty two deserving families here in Manassas Park prior to Christmas. Students interacted with the families and showed them how to use the computers. This program was started in Forrest Park High School but has expanded to a statewide program and is a national model at this time. They accept computers from many different organizations. Many computers are approximately five years old and the students are learning how refurbish them have them available for use. They are planning more give a ways in the future. There are ten students in this program.

Anyone wishing to donate can be done through the Manassas Park Education Foundation. They will take anything that Pentium Four or above which is normally four or five years old. The Mayor stated if they give the city information on the process for donating, they can put it on their website. Website: vastar.schoolfusion.us

4. Dr. Bruce McDade informed the Governing Body and the citizens that he is now a citizen of the United States.

5. **Monthly Departmental Updates: Written**
6. **Recognition: Kiwanis Club Heroes: Fire Department:** Camille Culbertson
7. **Recognition: Kiwanis Club Heroes: Police Department:** Heather Frye

Items 6 and 7 were carried over until the February 1, 2011 meeting.

8. Consent Agenda:

- 8a. **Approval of Minutes: November 8, 9, 16, 17, 2010**
- 8b. **BD of Zoning Appeals: Recommendation to Circuit Court: David Murphy: Five Years: Appointment**

MOTION: Councilmember Polk moved to approve Consent Agenda as presented.

SECOND: Councilmember Treuting

VOTE: Unanimously passed

9. Unfinished Business:

- 9a. **Metropolitan Washington Council of Governments (COG) Board of Director: December 31, 2011:**

MOTION: Councilmember Treuting moved to appoint Suhas Naddoni to the COG Board of Directors and Frank Jones as Alternate.

SECOND: Councilmember Polk

VOTE: Unanimously passed

- 9b. **National Capital Regional Transportation Planning Board Appointment: December 31, 2011:**

MOTION: Councilmember Treuting moved to appoint Suhas Naddoni to the TPB Board of Directors and Frank Jones as Alternate.

SECOND: Councilmember Polk

VOTE: Unanimously passed

10. New Business:

- 10a. **VRE Operations Board: December 31, 2011: Appointment:**

MOTION: Councilmember Polk moved to appoint Suhas Naddoni to the VRE Operations Board of Directors.

SECOND: Councilmember Treuting

VOTE: Unanimously passed

- 10b. **Appointment of Vice Mayor:**

Councilmember Polk is Vice Mayor at this time and would like to continue to serve.

MOTION: Councilmember Treuting moved to appoint Brian Polk as Vice Mayor.

SECOND: Councilmember Naddoni

VOTE: Unanimously passed with Councilmember Polk abstaining

Mayor Jones stated he is Director on PRTC Board wanted the new two new members to understand there is VRE and Potomac and Rappahannock Transportation Commission. VRE is a unit that is owned (the rolling stock in the operation) between PRTC and NVTA. Councilmember Polk is representative on NVTA PRTC is mostly focused on the busses. He invited the two new members to attend one of their meetings so he can introduce them to the Board.

- 11. Closed Meeting:**
- 12. Return to Open Session**
- 13. Certification & action out of Closed Meeting if Necessary**

This item was removed from the agenda.

New Agenda Item 11: Comments from Governing Body Members:

Councilmember Banks stated the city prides itself on being a world class city and if we are going to continue on being a world class city he thinks we need to be open and transparent in our procedures especially dealing with zoning. Good statesmanship over all. Following the Planning Commission recommendation last night and no longer allowing for dual meetings where you have the Planning Commission and Governing Body making a decision in the same meeting on a zoning matter instead giving the proper time which is stated in the code of Virginia for the Planning Commission to have separate meeting on the zoning issue and the Governing Body making a decision upon that. Only in cases of emergencies should we do the dual meetings but for normal procedure we should have it separate which allows for following of the law and procedures and he thanks it is good statesmanship overall. The Mayor stated this is his understanding that unless there is a pressing emergency, the Planning Commission and Governing Body will not hold a joint meeting. They will be held separately with the time in between. This would allow the public to come in and provide input as well.

The Governing Body has a Resolution approved that stated unless there was an emergency that no action will be taken the same night as the public hearings.

The City Attorney stated that would be all land use that includes Comprehensive Plan amendments, conditional use permits, rezoning, proffer condition amendments, etc. He stated that the Planning Commission recommended that the Governing Body would have to authorize a Joint meeting prior to so that it would not be the Planning Director sitting it up. The Mayor stated before there is a joint meeting because we can't always get the members together if something comes in under emergency circumstances that it would come to the Chairman and then to the Mayor or Vice Mayor for consideration. It would be the two bodies that would make that determination.

Councilmember Treuting stated he disagrees partially. Historically one of the things they have seen is we have had complaints before we did it the way we are going it now when we had separate meetings. Citizens wanted to make comments on an issue that had to go to the Planning Commission meeting and then back to Governing Body meeting. By laws the things the Planning Commission considers their answer is a recommendation or not. They do not have the ability to respond to citizen complaints and change something. They have to accept as presented or kick it back as disapproval. When we can sit down and everybody hears the issues and finds out from Planning Commission what their concerns are and deal with them Councilmember Treuting stated is the action deemed more responsible to citizens. Councilmember Treuting stated unless there is an emergency it makes more sense to have the meeting and not take action until next meeting. He thinks there is more flexibility with having a joint meeting to better understand the situations and the issues than we do by having separate meetings. It moves the process along.

The City Attorney stated there are pros and cons for both. One of the comments from the Planning Commission was that sometimes a zoning matter will come before the Planning Commission and they will ask applicant for more information and they must come back the following month with additional information. They lose that ability because the Governing Body is waiting. They would like separate meetings.

Councilmember Naddoni stated the meetings should be more interactive. One public hearing was the well lots. There was a lot of discussion. It was well advertised and attended. There were a lot of questions. He thinks the Governing Body should follow that kind of format for all Public Hearings. Staff should always have the chance to answer or attempt to answer all of the questions.

Councilmember Banks stated under State Code 15.2 any amendment or modification to the comprehensive plan has to be considered by Planning Commission. This is what happened in the last meeting. It is efficient and fast and yes we have them here. It can trump what they need to do which is the law. To be open and transparent in any modification to Comprehensive Plan or zoning we should have the separate steps which allow the Governing Body to hear from the residents who can attend two meetings. We made a permanent decision in less than an hour.

Councilmember Leeper stated land use decisions should be made in great haste but carefully considered. The Governing Body should consider what is an emergency. Under what circumstance would you not follow those procedures? The Mayor stated the only thing that would qualify is a time sensitive issues where there would be serious economic impact or a lost opportunity to the city because of an investor or something like that where there is a short window. It doesn't mean the Governing Body has to take action when a Public Hearing is scheduled and held. Sometimes more information is needed.

The Mayor stated Public Hearings are part of the FOIA process in terms of open disclosure. It is for Governing Body to receive feedback from the public. It is not a point and time for the public to come in and ask a series of questions. If we have a challenging issue, the Governing Body might want to hold Town Hall meetings which are very informal but staff can give the public a lot of information. Councilmember Treuting stated he would be very supportive of these types of meetings.

The meetings could be held at community center, police department, town hall or the schools. The only issue is those held at city hall can be televised and played back at a different time. Councilmember Leeper asked if we could hold the meetings on a quarterly basis to discuss issues of mutual concern. The Mayor will work with the City Manager on issues they identify and he will send e-mail asking if they wish to hold a town hall meeting and if they do schedule the meeting. This is not a meeting where any business is transacted. It will be announced as a public meeting in case two or more Governing Body members show up but all members are not required to be there.

The high school has a production studio but it is not working at this time. The Mayor stated as part of the franchise agreement, they will start negotiations to require Comcast to provide funding each year for upgrades and updated equipment. We should ask Comcast to give the city the ability to have portable video capability here and move it around when needed. Councilmember Treuting stated the state of the art technology has changed so much from the last time the Governing Body sat down with Comcast about getting the upgrades and equipment and what it takes to buy high definition camera. The camera is tiny and you plug it into the laptop and feed the data through the internet.

The City Attorney stated in larger jurisdictions they have a land use citizen advisory committee and issues such as land use could be presented there first. This would provide citizen input. That is something the Governing Body could consider. The Mayor would rather hold Town Hall meetings so that staff can interact with the public on specific issues.

14. Adjournment at 7:43 pm.

The Mayor closed the meeting at 7:43 pm.

Approved January 18, 2011

Frank Jones, Mayor

Lana A Conner, City Clerk