

OFFICIAL MINUTES OF THE REGULAR MEETING OF THE MANASSAS PARK GOVERNING BODY HELD ON TUESDAY, FEBRUARY 16, 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 D. Miller
William J. Treuting, Jr.

Absent: Suhas Naddoni

Staff Present: Lana A. Conner, City Clerk
Mercury T. Payton, City Manager
Dean Crowhurst, City Attorney
Jay Johnson, City Engineer

*Mayor Jones arrived at 7:15pm and Councilmember Kassinger arrived at 7:21pm.

1. Approval of Agenda:

MOTION: Councilmember Bunner moved to approve agenda as presented.
SECOND: Councilmember Treuting
VOTE: Unanimously passed

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

3. Public Hearing Conditional Use Permit #10-03, El Espino Restaurant:

Vice Mayor Polk opened the Public Hearing at 7:05 pm. Vanessa Watson, City Planner, is requesting that this Public Hearing be continued at the request of the applicant who would like to gather more information. The Planning Commission at their February 1, 2010 meeting deferred their Public Hearing until March 1, 2010.

MOTION: Councilmember Miller moved to continue the Public Hearing on Conditional Use Permit #10-03, El Espino Restaurant to March 16, 2010.
SECOND: Councilmember Bunner
VOTE ROLL CALL: Yes: Miller, Bunner, Polk, Treuting

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

5. Special Presentations:

5a. Wal-Mart Donation to local Heroes/Public Safety Program: John O'Neal:
The fire department received a donation from the Wal-Mart Store on Liberia Avenue in the amount of \$500.00 as part of their community outreach for local Heroes/Public Safety program. Funds received from donations are used to support their training programs and equipment replacement for fire and rescue department. Chief O'Neal presented Sharon Wood, Manager of Wal-Mart Store, with a plaque and thanked her for the store's generous donation to the city. Ms. Wood thanked the city for this recognition and stated they try very hard to help and support their community. They gave about \$33,000 to the local community last year. Vice Mayor Polk stated the city comes to Wal-Mart for number of different programs and appreciate the continued support.

5b. Police Department Recognition from Citizen:
This citizen reported her son missing and she thanked the police department for all their help in finding him.

5c. Fire Department Recognition from Citizen:
A citizen thanked the fire department for all the help they have given every time this citizen has needed them.

5d. Julia Drake- Human Resources Certification:

She successfully tested to recertify as a Professional in Human Resources (PHR) through the HR Certification Institute. The focus of study and testing was on Strategic Business Mismanagement, Workforce Planning and Employment, HR Development, total Rewards, Employee & Labor Relations and Risk Management. This is a three year certification.

5e. Fire Department 2009 Annual Report: Chief John O'Neal:

A copy of the report was given to Governing Body, posted on both city website and fire department website. The call volumes increased in 2009. The call volume level was slightly above the 2007 call volume in the city which he believes is directly indicative of residents moving back into the city from the housing crisis and foreclosures. They had one fire fatality 2009 and several injuries to civilians and firefighters which broke a long record of no fatality and little injuries to civilians from fire. They continue to have a significant concurrent call volume indicative of our EMS unit saturation and concentration of calls in the city. The department was successful in lowering the city's ISO fire suppression rating in 2009. The EMS Cost Recovery program is ongoing and very successful to date. They were able to replace and order a medic unit to replace Medic 509. The new unit was placed in service last month.

The President approved the Declaration for the December snow storm and the city is on the liability to receive some reimbursement. Tomorrow is the deadline to submit for reimbursement for the last couple of snow storms.

Chief O'Neal thanked our local Boy Scout Troop 1370 and CERT volunteers for digging out about 80 fire hydrants making it easier for the fire department to identify them.

*Mayor Jones arrived at 7:15pm and Vice Mayor Polk handed the gavel over to him.

Parks & Recreation: Catherine Morretta, Director: The Mayor asked to address an issue under presentations. The new community center had an issue that necessitated closing the building for a couple of days. We had a significant snow load on the roof of the building and the roof did exactly what it was designed to do. That roof is designed depending on the vertical load of the weight to flex a little. There was one design component of the building that sits immediately below that in the community room that is a bulk head that is associated with how the room is petitioned that was supposed to be designed to float. As the roof would flex that bulk head would be able to flex a little and move vertically. It was not designed that way but designed firmly affixed. When the roof flexed it got crimped. It prohibited the closure of the doors in the community room and gave a compressed appearance to that bulk head. It is a design flaw and is the responsibility of the contractors. The building was closed because the city wanted to make sure that the building was safe and the city had three engineering groups look at it and determined the roof to be sound. The contractors must repair the community room to make sure it floats and the panels will come across. They were able to re-open the building about 5:00pm that afternoon. Ms. Morretta stated that specific space will be closed for about 3-3 1/2 weeks in order to re-support that area and repair any damage that was done. Ms. Morretta stated structurally the building is sound. The internal damage is cosmetic in nature. There is no impact to any scheduled event.

*Councilmember Kassinger arrived at 7:21pm.

6. Northern Virginia Community College (NOVA) Update: Hong XU: City Representative:

Mr. Xu stated he became aware of an exciting new program putting together industry and NOVA especially for Prince William County, Manassas and Manassas Park. This should increase the number of our kids going to college which is a concern for our citizens.

Dr. Hortense Hinton, Provost, Manassas Campus of NOVA is the second largest community college in the nation. They are the largest institution of higher education in VA. Manassas Park has the reputation of being first in a number of areas such as dual enrollment in the high school. Manassas Park school dual enrollment was the only dual enrollment at NOVA for a number of years. That program is still going very strong. Manassas Park was the first school to have career coaches in high school which was an initiative of the college system. Twenty percent of the City's graduating class comes to NOVA

Dr. Hinton stated that NOVA cannot do or attack this mission by themselves. They have to partner with industry where our students are going and with the public schools. They have to deal with college readiness because a number of students out of high schools are in need of developmental education meaning they have to take some courses not considered college level before they can go into the college regular curriculum. All that is required of NOVA is a high school diploma.

Copy of presentation made part of the record:

Regional STEM (Science, Technology, Engineering and Mathematics) Pathway Initiative February 1, 2010

Background of the STEM Pathway initiative 2007 – 2009

Amy Harris, Micron, gave a brief presentation on this program:

- Micron becomes flagship advanced manufacturing site in state.
- NOVA provides training program for Micron employees.
- NOVA is awarded \$1M through the Governor's Opportunity Fund to support Micron.
- NOVA and Micron support STEM activities in 3 regional school districts.
- Need established for enhanced STEM focused curriculum in region.
- NOVA commits to work with regional school districts to improve college readiness of graduates.
- NOVA's Pathway to the Baccalaureate Program is introduced to 3 regional school districts.
- Dr. Templin proposes a NOVA partnership with 3 school districts, industry and GMU to implement and sustain a STEM Pathway initiative.

Outcomes of the STEM Pathway Initiative

- To meet the demand for a trained workforce in advanced technologies;
- To increase and enhance secondary and post-secondary opportunities in STEM disciplines;
- To improve the college-readiness of the region's high school graduates;
- To implement the Pathway to the Baccalaureate program in the region;
- To establish an effective partnership between the school districts, industry, NOVA and GMU to sustain the initiative.

Pathway to the Baccalaureate Program: This program has been presented to each school system who loved the program but during the economy times couldn't afford to implement it. It means bringing counselors into the high school that would support and work with them and lead them out of high school thru NOVA and on to George Mason University. The Director of that program is here tonight: Karen Hilker. Pathway is a joint partnership between four local school systems; Arlington, Alexandria, Fairfax and Loudoun. NOVA and George Mason University is in the fifth year. At present they serve 1,500 high school seniors every year. They are looking forward to expanding that to students in Manassas Park, Manassas and Prince William County schools. The focus of the program is to identify students who are under represented in higher education or at risk. Provide them with additional support beginning in high school. They embed counselors in the high school and they work with the students on an individual basis and also in groups to be college ready. Their transition and retention rates are above both national and college benchmarks as are their academic achievement. They are all above the comparison groups both at NOVA and nationally. The only cost associated with this program is personnel and proposed Staffing Plan for the STEM Pathway Initiative is bringing counselors into the high schools.

- In 2011-2012 it is projected: 480 high school students will be actively engaged through the STEM Pathway program annually
 - In 2013-2014 it is projected: over 1,100 students will be in the STEM pipeline, 480 in the high schools, 660 at NOVA and 18 will have graduated from NOVA
 - In 2015-2016 it is projected: nearly 1,600 students will be in the pipeline, 480 in the high schools, 1,607 at NOVA, 485 graduates from NOVA, 545 students will be enrolled at GMU and 200 GMU students will graduate annually
- Activities of the STEM Pathway Initiative
- Professional development opportunities for teachers of STEM curriculums;
 - Dual enrollment courses with a STEM focus in all three school districts;
 - Expanded regional employment opportunities in the STEM fields;
 - Part-time employment and internship opportunities for students in STEM programs;
 - STEM-focused activities/camps that stimulate student interest and awareness in advanced technologies. They held a robotics camp this summer.

- Pathway to the Baccalaureate Program activities and student support services;
- Aligned secondary to post-secondary STEM curriculum and program offerings.

Staffing for STEM program will involve hiring a Pathway Director, Career and Technical Education (CTE) Coordinator who has already been hired, and hiring of the Pathway Counselors.

Some of the partners are FBI, Lockheed Martin, Micron, CSC, Aerojet, Tyco Electronics, Bode Technology, Prince William County public schools, Manassas City public schools and Manassas Park City public schools.

➤ NOVA is awarded \$1M through the Governor's Opportunity Fund to support Micron. All activities would begin this year. They are proposing to all schools a phasing in of their support of these programs. By the end of six years, the program would be supported solely by NOVA, FBI, Lockheed Martin, Micron, CSC, Aerojet, Tyco Electronics, Bode Technology, Prince William County public schools, Manassas City public schools and Manassas Park City public schools. They are continuing to explore all grants regarding education-of-our-children.

Dr. Dean Martin is the Dean of Science and Applied Technology: This is a very exciting program and he hopes to have about eleven more industries aboard by the time the \$1million dollars runs out.

The Mayor asks Dr. Hinton to make a presentation to the City of Manassas Park School Board if they had not done so. He is very excited about this program.

7. Consent Agenda:

- 7a. Approval of Minutes: January 5, 2010
- 7b. Approval of Minutes: January 19, 2010
- 7c. Parks & Recreation: Resignation: Noel Montessa
- 7d. Potomac Watershed Roundtable: Appointment 2010-2012: William J. Treuting, Jr.
- 7e. Agreement with Pyro Engineering Inc. for 4th of July Fireworks
- 7f. FY2010 Mid-Year Budget Amendment

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

SECOND: Councilmember Bunner

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

8. Unfinished Business

8a. Resolution _____ Lease Revenue Bonds:

MOTION: Councilmember Polk moved to approve Resolution as presented.

SECOND: Councilmember Miller

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

9. New Business

9a. Ordinance _____ Years of Service Award:

MOTION: Councilmember Miller moved to approve Ordinance:

WHEREAS, Section 58.1-7.4 of the Code of Virginia (1950), as amended, authorizes the Governing Body of any county, city or town, by ordinance, to pay a monetary bonus to any of the local governments' officers and employees for exceptional services rendered; and

WHEREAS, the Governing Body of the City of Manassas Park has determined that the recognition of city employees with long-term service to the city is of significant benefit to the City and that certain employees of the City, as set forth in this ordinance and by Memorandum of Understanding, have provided continuing exceptional service and should be thus recognized; and

IT IS HEREBY ORDAINED that the following service awards be made to the following employees in the following amounts:

Five (5) Years of Service \$50.00 Bond
*Joshua Brandon, Fire Department
*Adam Jones, Fire Department
*Thomas Oliver, Fire Department
*Joel Oberlin, Fire Department
*Aaron Root, Chief Deputy Treasurer
*William Quesenberry, Police Department
*Steven Loving, Police Department
*James Roberts, Police Department
*Mayre Ryan, Police Department
*Jennifer Spring, Payroll/Benefits Technician
*James Tharp, Fire Department

Ten (10) Years of Service \$100.00 Bond
Howard Perry, Police Department
Douglas Sawyer, Police Department

Fifteen (15) Years of Service \$150.00 Bond
Bonnie Pool, Bull Run ASAP

Twenty (20) Years of Service \$200.00 Bond
Anthony Defelice, Police Department
William Armstrong, Building Official
Mark Rohland, Public Works Department
Terry Whisenhunt, Public Works Department

Twenty five (25) Years of Service \$250.00 Bond

Thirty Years of Service \$500.00 Bond
Dorothy Wadel, E-911 Police Department

Thirty five (35) Years of Service \$750.00 Bond

Forty Years of Service \$1,000.00 Bond
Lana Conner, City Clerk
SECOND: Councilmember Kassinger
The Mayor thanked Lana Conner, City Clerk, for her 40 years of service to the City.
VOTE ROLL CALL: Yes: Miller, Kassinger, Bunner, Polk, Treuting, Jones

9b. Appointment to Parks and Recreation Advisory Commission:

MOTION: Councilmember Kassinger moved to appoint Martha Collier to Parks and Recreation Advisory Commission to serve out the remainder of Noel Montessa's term to December 31, 2011.
SECOND: Councilmember Treuting
VOTE ROLL CALL: Yes: Kassinger, Treuting, Bunner, Miller, Polk, Jones

9c. Fire Department: Replacement Command Vehicle:

The Fire Department is requesting to replace a 4X4 SUV type command vehicle that is in the approved FY-10 Capital Budget. The approved amount in the FY-10 Capital Budget was \$40,000 for the vehicle replacement and installation of emergency warning lighting and siren. The Department recommends replacement of a 10-year old command vehicle to ensure a safe and reliable vehicle for chief officer response to structure fires and significant incidents requiring incident command coordination and oversight. The existing vehicle is beyond the recommended service life for an emergency response vehicle and has significant work space limitations for incident command and personnel accountability systems. The department recommends replacing this vehicle with a mid-size 4X4 SUV type vehicle with an appropriate work space for incident command boards, maps, personnel accountability boards, first aid bag, AED, SCBA and protective gear.

The Department recommends replacing the 2000 model Jeep manufactured in 1999 that has exceeded its useful life-span as an emergency vehicle with a 4X4 mid-size SUV type of vehicle on the current state vehicle contract. Outfitting and equipping a new vehicle with emergency warning devices and radios will cost an additional \$18,000. The Department proposes using existing grant funds the city has already received to fund the installation of the emergency lights/siren/radios for the vehicle. A comparison vehicle document is enclosed with the agenda packet for your review outlining the requirements and needs for a command type vehicle. The city's chief mechanic concurred with this recommendation to replace the vehicle in January 2009 and the current recommendation to replace. If approved, the Department recommends selling the 2000 Jeep Cherokee as surplus.

Alternatives:

- 1) 4X4 Police Special Service Tahoe \$30,047.16 base; + 653.82 factory pre-wiring
- 2) 4X4 Ford Explorer \$20,742.00

Recommendation: The Department recommends purchasing a 4X4 Special Service Tahoe at a cost not to exceed \$31,000.00 from the current state vehicle contract using city capital budget funding and to equip the vehicle at a cost not to exceed \$18,000 for emergency lights, siren, command module installation and radios using existing fire grant funds. On receipt of the new vehicle, the Department recommends selling the surplus vehicle with the proceeds off setting the purchase cost of the replacement vehicle.

MOTION: Councilmember Miller moved to approve recommendation of Fire Chief and purchase Tahoe at a cost not to exceed \$31,000.00 with funding to come from city capital budget funding and equipment not to exceed \$18,000 and further declares the 2000 Jeep Cherokee as surplus and the proceeds off setting the purchase cost of the replacement vehicle.

SECOND: Councilmember Bunner

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

10. Closed Meeting State Code of Virginia Freedom of Information Act: Section 2.2-3711a of the Code of Virginia (7) 7:50 PM

MOTION: Councilmember Bunner moved that the Governing Body go into closed meeting for two matters involving the performance demotion salaries discipline and resignation of specific city employees and consult with City Attorney regarding two legal matters requiring the provision of legal advice by the City Attorney pursuant to Paragraphs (1) and (7) of SubSection 2.2-3711a of the Code of Virginia.

SECOND: Councilmember Kassinger

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

11. Return to Open Session at 9:30 pm:

MOTION: Councilmember Miller

SECOND: Councilmember Polk

VOTE: Unanimously passed

12. Certification & Action out of Closed Meeting if Necessary

MOTION: Councilmember Miller moved the following Resolution:

WHEREAS, the Governing Body of the City of Manassas Park has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712(d) of the Code of Virginia requires a certification by this public body that such closed meeting was conducted in conformity with Virginia law.

NOW THEREFORE BE IT RESOLVED that the Governing Body of the City of Manassas Park hereby certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered in the meeting by the public body.

SECOND: Councilmember Polk

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

13. Worksession Stormwater Management: Kathy Gammell

14. **Adjournment: 9:55 pm:**

Mayor Jones adjourned the meeting out of Worksession at 10:40 pm.

Approved March 16, 2010

Frank Jones, Mayor

Lana A. Conner, City Clerk