

OFFICIAL MINUTES OF THE REGULAR MEETING OF THE MANASSAS PARK GOVERNING BODY HELD ON TUESDAY, MAY 4, 2010 AT 7:00 PM AT CITY HALL, ONE PARK CENTER COURT, MANASSAS PARK, VIRGINIA

1. **Roll Call:** Frank Jones, Mayor
Michael Bunner
Fran D. Kassinger
Keith Miller
Suhas Naddoni
William J. Treuting, Jr.

Absent: Bryan E. Polk, Vice Mayor

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

*Vice Mayor Polk is out of town on business. The Mayor thanked Councilmember Treuting for his extra effort in being at the meeting tonight. He started his day in Denver, Colorado.

1. **Approval of Agenda**

MOTION: Councilmember Naddoni moved to approve Agenda with following changes: Remove Item 9 HDR: Update on Community Center. Remove Closed Meeting (Item 14, 15, and 16 and add Joint Governing Body/School Board Worksession on school budget.
SECOND: Councilmember Treuting

The Mayor wanted the public to be aware that the city is beginning paving operations on Spruce Street coming into Costello Park next to the post office.

VOTE: Unanimously passed

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

3. **Public Hearing: Effective Real Estate Tax Rate for FY2010-2011: Published April 27, 2010:**

There will be no increase in real estate property tax rate. Overall decline in assessments of 3%. No new programs-no increase in departmental budgets with exception of funding for community center. Budget cuts prior two years leave primarily personnel cuts to be cut because of reduction in force and continuation of hiring freeze. There will be no pay increases for employees for the second consecutive year. Health insurance cost will increase by 12% and retirement cost increase by 13% next fiscal year. The employees will contribute 2.5% to retirement.

A large portion of city budget goes to provide funding for the schools, health & welfare, public safety (police and fire), infrastructure, and culture & recreation. These are major departments that the city relies on and a great deal of money goes to those items. The Treasurer, Commissioner of the Revenue, and Registrar provide direct services to the citizens. The common denominator with all of these items is personnel. Labor intensive-78% of departmental budgets are personnel costs in general government & administrative. The following is a breakdown of personnel in budget: public safety personnel is 91% of dept budget, public works is 47% of budget, parks & recreation is 70% of budget, social services is 36% of budget and administrative (9 departments) is 78% of budget. Social services has CSA program which is a lot of money and public works has many contracts.

Parks & recreation department has overall increase of \$200,000 attributable to utilities. FY2011 budget reductions - \$1,856,169 (\$1,000,000 from reduction in force/unfilled positions) and follows 2010 budget reduction of \$3,382,183

No proposed increase in property tax rate which means reduced levels of service due to staff reductions.

There were four full-time/2 part-time employees laid off + frozen positions. City still has same workload with 20% less staff. Customer service hours reduced but efforts continue on maintaining status quo services.

Excluding transfer to schools, personnel cost represent 56% of general fund budget which is over \$10 million dollars.

General fund funding source is 65% from property tax and 15% from state sales taxes, other licenses & permit which make up 80% of tax like revenue.

General Fund Expenditures:

Schools 45%

Police & Fire \$18%

All other departments are about 7/8% of budget.

The largest single project for 2011 is Euclid Avenue/Manassas Drive project which is federal money. No change in water & sewer budget.

The Mayor opened the Public Hearing at 7:20 pm on Consideration of Effective Real Estate Tax Rate for FY 2010-2011

Public Hearing Notice

Consideration of Effective Real Estate Tax Rate for FY 2010-2011

Assessment Decrease. Total assessed value of real property, excluding additional assessments for new construction, or improvement to property, falls short of last year's total assessed value of real property by 3.38 percent.

Increased Rate Necessary to Offset Decreased Assessment. The tax rate which would levy the same amount of real estate tax as last year, when multiplied by the new total assessed value of real estate with the exclusions mentioned above, would be \$1.708 per \$100 of assessed value. This rate will be known as the "increased tax rate."

Effective Rate Decrease. The City of Manassas Park is considering the adoption of a tax rate not to exceed \$1.65 per \$100 of assessed value. The difference between the increased tax rate and the proposed tax rate would be \$0.058 per \$100, or a 3.40% decrease. This difference will be known as the "effective tax rate decrease." Note: Individual real property taxes may, however, change at a percentage greater than or less than the above percentage.

Proposed Total Budget Decrease. Based on the proposed real property tax rate and changes in other revenues, the total budget of Manassas Park will decline over last year's by 5.22%.

Public Hearing. A public hearing on the proposed tax rate will be held on Tuesday, May 4, 2010, at 7:00 p.m. in the City Council Chambers of City Hall, One Park Center Court, Manassas Park, Virginia 20111.

Public Access. The hearing is being held in a public facility believed to be accessible to persons with disabilities. Any person with questions on the accessibility of the facility should contact Lana Conner, City Clerk at 703-335-8808 or l.conner@manassasparkva.gov.

Citizen wishing to address Governing Body: Jason Sowalla, 9315 Paul Drive: He has four kids in the public schools. He is concerned about continued budget cuts. We have had significant cuts over the past couple of years. We have seen a lot of teachers and city staffs go to the unemployment line. He would rather see them teaching in the schools and providing city services. He does think that continued budget cuts are not getting a good value for what they are accomplishing as far as tax reductions go. He would say if our goal is to continue cutting our tax rate, and we get a lot of comparison with our neighbors and various elements make us at a disadvantage to our neighbors based on our size. Levies that other jurisdictions charge make our tax rate more equal to surrounding jurisdictions. We have to consider whether or not Manassas Park should be an independent city. Maybe we would be better off getting rid of city status and getting rid of the overhead and having that money applied elsewhere. We need to look at why we became a city in the first which was because we wanted a better education for our schools and budget cuts have been helping that situation.

Close Public Hearing:

MOTION: Councilmember Naddoni moved to closed Public Hearing at 7:25pm.

SECOND: Councilmember Kassinger

VOTE: Unanimously passed

4. Public Hearing: FY2010/2011 Proposed Budget: Gary Fields, Finance Director

The Mayor opened the Public Hearing at 7:26 pm.

Proposed Annual Operating Budget for Fiscal Year ending June 30, 2011

The Governing Body of the City of Manassas Park will hold a Public Hearing for the purpose of public information and fiscal planning regarding the annual operating budget for FY11. The Public Hearing will be held Tuesday, May 4, 2010 at 7pm in Council Chambers, One Park Center Court, Manassas Park, VA. The purpose of the Public Hearing is to allow citizens to give input on the proposed FY11 budget. Copies of proposed budget is available for inspection 8:30am-5pm Mon-Fri at City Clerk's office. The hearing is being held in a public facility believed to be accessible to persons with disabilities. Any person with questions on the accessibility of the facility should contact the City Clerk at 703-335-8808 or l.conner@manassasparkva.gov.

City of Manassas Park PROPOSED BUDGETS FY 2011				
Fund:	FY 2010	FY 2011	Increase	
	Adopted Budget	Proposed Budget	(Decrease)	
			\$	%
General Fund (see note below)	\$5,548,859	\$33,692,690	(1,856,169)	-5.2%
Capital Projects Fund	25,616,516	6,614,372	(19,002,144)	-74.2%
Debt Service Fund	980,345	775,996	(204,349)	-20.8%
Water, Sewer & Garbage Collection Fund	6,247,702	6,136,301	(111,401)	-1.8%
Water & Sewer Capital Improvements Fund	3,368,466	2,527,282	(841,184)	-25.0%
PRTC Trust Fund	1,207,796	1,711,163	503,367	41.7%
Bull Run Alcohol Safety Action Program	1,175,097	1,198,536	23,439	2.0%
School Operating Fund	28,476,437	29,216,154	739,717	2.6%
School Food Service Fund	1,249,391	1,310,577	61,186	4.9%
School Debt Service Fund	4,788,233	4,631,497	(156,736)	-3.3%
School Medical Trust Fund	20,000	-	(20,000)	-100.0%
Totals	\$108,678,842	\$ 87,814,568	\$20,864,274	-19.2%
Note: The General Fund budget include transfers to Manassas Park City Schools of:	\$16,113,914	\$15,075,195	\$(1,038,719)	-6.4%

Citizens wishing to address this Public Hearing: There were no citizens wishing to speak.

Close Public Hearing:

MOTION: Councilmember Naddoni moved to closed Public Hearing at 7:25pm.

SECOND: Councilmember Bunner

VOTE: Unanimously passed

5 Citizens Time:

No citizens wishing to address Governing Body

6. Proclamations:

6a. Parks & Recreation: May as National Water Safety Month:

MOTION: Councilmember Kassinger moved to approve Proclamation as presented.
 SECOND: Councilmember Naddoni
 VOTE ROLL CALL: Unanimously passed

6b. Social Services Department: Certificate of Recognition: Foster Care Month:

MOTION: Councilmember Naddoni moved to approve Proclamation as presented.
 SECOND: Councilmember Miller
 VOTE ROLL CALL: Unanimously passed

6c. Social Services: Adult Abuse Prevention Month:

MOTION: Councilmember Naddoni moved to approve Proclamation as presented.
 SECOND: Councilmember Kassinger
 VOTE ROLL CALL: Unanimously passed

Ms Addie Whitaker, Social Services Director, asked anyone that may think abuse is occurring to contact the Manassas Park Social Services Department at 703-335-8898. She also stated our department celebrated foster parents. Their department attended the Cougar Elementary Health Fair where they had a display about social services programs.

7. Update: 2010 Assessments: Richard Sanderson: City Assessor: Copy of Report made part of the record:

The purpose of this memorandum is to provide additional information about changes in the 2010 real property tax base. The valuation of locally-assessed real property declined 5.41% from the originally reported figure of \$1,106,858,700 in 2009 to \$1,046,928,700 for 2010. This decline follows a 31.34% decline in the City's real estate tax base for the 2009 assessments and an 8.77% decline for 2008. The City's locally-assessed real estate has suffered a \$720.2 million loss (representing a 40.75% decline) since 2007 when the tax base was \$1,767,088,100.

2.63% of the decline from 2009 to 2010, or \$29,164,500, from the originally reported tax assessment base for 2009 of \$1,106,858,700, was a result of equalizing the 2009 assessments through the assessment review and appeal process. For the 2010 reassessment the 2009 equalized assessment base declined another 2.85%, or \$30,765,500, to result in \$1,046,928,700 for 2010.

Residential assessments declined 2.01% overall for the 2010 assessments, but seems to have finally stabilized after the steep decline last year. Commercial and industrial property assessments (including multi-family apartments and vacant land) declined 13.08% for 2010. Income-producing properties have suffered from lower rent levels, increased concessions, and higher operating expenses. Although nationally and regionally investors are concerned with commercial real estate (CRE) foreclosures, only one CRE foreclosure occurred in the City during calendar year 2009. Commercial property assessment declines have been steeper in neighboring communities as a result of differences in the make up commercial properties. For example, hotel, motel and extended stay properties suffered some of the largest declines in assessments in neighboring communities for 2010, where the City had no such properties for the 2010 assessments.

Table A below shows a three year history of changes in assessed values for each major property type due to value appreciation or depreciation. Table A: Year-to-Year Change in Assessed Values for Typical Property Types Due to Value Appreciation or Depreciation

Property Type	2008	2009	2010
Single family detached homes	-13.15%	-41.11%	-2.63%
Townhomes	-12.9%	-39.94%	-1.01%
Condominiums	-10.89%	-40.98%	-1.45%
Residential properties	-12.64%	-41.0%	-2.17%
Commercial/Ind. properties	5.0%	-1.27%	-13.08%
Total tax base	-8.77%	-31.34%	-5.41%

New growth in the amount of \$5.6 million in assessed value for 2010 offset what would have been slightly higher declines in residential, commercial, and industrial property assessments. The majority of the new growth represents greater occupancy at the City Center apartments and new construction at Kent Village Shopping Center and the re-use of the former Farrish car dealership as the Speedy Green Carwash. New growth is included in the above-stated figures, with the exception of Table A, but a detailed Real Property Assessment Report for 2010 will be completed in late April that describes changes in the appreciation, depreciation, and new construction for each class of locally-assessed real property.

8. **Update on Schools:** Copy of Report made part of the record.
Our school was one of ten schools in the world to receive an award for contributions to the environment.
9. **HDR: Update on Community Center:** removed from the agenda
10. **Ordinance Real Estate Tax Exemption Qualifying Date: Discussion: City Attorney and Commissioner of the Revenue:**

The City Attorney stated this was changed because of the change in calendar year to fiscal year. He changed the dates by six months but the Commissioner of the Revenue wanted to leave the April 1 date instead of changing to October 1 for date for applications to be returned. It was consensus of the Governing Body to accept recommendation of Commissioner of the Revenue and leave April 1 date in the ordinance. The City Attorney will place on next agenda for consideration.

11. **Monthly Departmental Updates – Written**

12. **Consent Agenda**

- 12a. Resolution_____ : Region Forward and the Greater Washington 2050 Compact:
- 12b. Manassas Transfer Station: Payment of \$16,011.46

MOTION: Councilmember Naddoni moved to approve Consent Agenda as presented.
SECOCD: Councilmember Treuting
VOTE ROLL CALL: Yes: Naddoni, Treuting, Bunner, Kassinger, Miller, Jones

13. **Unfinished Business**

13a. **Upper Occoquan Sewage Authority Substitute Appointment:**

MOTION: Councilmember Kassinger moved to appoint Jeanette Rishell as the Substitute Appointment to Upper Occoquan Sewage Authority Board of Director during the recovery period for John Alvarez.
SECOND: Councilmember Naddoni
VOTE: Unanimously passed

14. **Closed Meeting State Code of Virginia Freedom of Information Act: Section 2.2-3711a of the Code of Virginia**
15. **Return to Open Session**
16. **Certification & Action out of Closed Meeting if Necessary**

There was not a need for closed meeting which was removed from the agenda.

17. **Adjournment:**

Mayor Jones adjourned the regular meeting and went into Worksession at 7:55pm.

Worksession: The Governing Body and School Board went into a Worksession to review the FY10 and FY11 School Board budget.

The Mayor called a Joint Special Meeting between the Governing Body and School Board on Tuesday, May 11, 2010 at 7:00pm at City Hall. There will be only one item; school board budget.

The Mayor closed the Worksession at 8:50 pm

Page Six Governing Body Meeting May 4, 2010

Approved May 18, 2010

Frank Jones, Mayor

Lana A. Conner, City Clerk

OFFICIAL MINUTES OF THE JOINT WORKSESSION OF THE MANASSAS PARK GOVERNING BODY AND MANASSAS PARK SCHOOL BOARD HELD ON TUESDAY, MAY 11, 2010 AT 7:00 PM AT CITY HALL, ONE PARK CENTER COURT, MANASSAS PARK, VIRGINIA

- 1. Roll Call:** Frank Jones, Mayor
 Bryan E. Polk, Vice Mayor
 Fran D. Kassinger
 Keith Miller
 Suhas Naddoni
- Absent:** Michael Bunner,
 William J. Treuting, Jr.
- Staff Present:** Lana A. Conner, City Clerk
 Mercury T. Payton, City Manager
 Dean Crowhurst, City Attorney
 Gary Fields, Finance Director
- School Board:**
 Michael Wine, Chairman
 Rachel Kirkland
 Brenda Foster
 Patricia Rhodes
- Absent:** Ron Gill
- Staff Present:** Dr. Thomas DeBolt
 Dr. Bruce McDade
 Krista Kelly, Finance Director

Meeting called to order at 7:10 pm. Vice Mayor Polk opened the Governing Body meeting and Chairman Wine opened the meeting for School Board. Chairman Wine stated the Mayor had requested that the School Board give the Governing Body six different scenarios in increments about whatever funding the schools might get and how the schools would deal with what is left over.

1. Worksession on School Board Proposed FY11 Budget:

Dr. DeBolt presented stated he is presenting these Six Savings Scenarios for FY2011 Budget but the board has not had a lot of input into this proposal and have not had a chance to approve it:

Scenario #1

Total Savings			<u>\$1,505,479</u>
	Value	Count	
Furlough Days (All Staff)	\$90,000 @	3	\$270,000
Professional Staff	\$75,000 @	7	\$525,000
Support Staff	\$50,000 @	10	\$500,000
Admin Pay Reduction		5%	\$ 68,928
Additional Line Items			\$141,551

Dr. DeBolt stated the five percent reduction for key administrators would be done with the exception of the Assistant Principals that had their contracts reduced last year. There are 13 positions that have already been taken in building this budget such as early retirement, etc. It is 13 on top of 17 and 3 furlough days. Four of the seven professional staff is teachers at the middle school who have indicated they are not coming back next year. Class size may have to be increased by reducing teachers such as the new Finance Director who was a math teacher at the high school. Rather than having 36 sections in which to put children for mathematics instructions it would now be 30 sections. They would have to rearrange a lot of positions at elementary school in order to help the middle school. Councilmember Kassinger stated the school system looked distance learning. Instead of an instructor in the classroom you may have a professional online. A lot of that is being done at the high school level at this time through Virtual Virginia. School Boardmember Foster stated at the middle school level that would require a very organized, self directed and self motivate individual.

You might achieve that with a student who has been accelerated into course such as Algebra. Many of those students while they have the accelerated Algebra skills don't necessarily have the accelerated self control that is necessary to do an online course. Councilmember Kassinger stated this is an area that she has a background in and this could happen at any grade level. Councilmember Kassinger stated there are students that could be served without having a professional there especially if you have to cut a position. She is asking if that has been looked at as an option. School Boardmember Foster stated that one area they would have to investigate would be the ability for their technology to handle this program especially at the high school level where there are a limited number of working labs that could handle a large group of students.

Scenario #2

Total Savings			<u>\$1,266,694</u>
	Value	Count	
Furlough Days (All Staff)	\$90,000 @	3	\$270,000
Professional Staff	\$75,000 @	4	\$300,000
Support Staff	\$50,000 @	10	\$500,000
Admin Pay Reduction		4%	\$ 55,143
Additional Line Items			\$141,551

Dr. DeBolt stated if you do furlough days, they would like to look at closing the school system for the week of Thanksgiving. Loudoun County always takes a Wednesday off before Thanksgiving. This would reduce the number of instructional days from 182 to 180. You cannot go below the 180 days. You can get into bank time if you miss a certain number of snow days, etc.

This would allow the school system to put their buildings into energy mode and save a little more money. The five percent reduction for key administrators would be done with the exception of the Assistant Principals that had their contracts reduced last year.

Councilmember Kassinger asked if there were any reduction in staff from the central office. The administrative pay reduction could include central office. Support staff could include clerical workers and central office staff.

Additional line items: Couple of examples: transfer to med trust they had going in each year in amount of \$20,000. It turns out they are only spending about \$5,000 each year. They found that the service agreement line item for office equipment that does not exist anymore. The sports program at middle school which had been accidentally booked twice because they had changed the name of the line item to middle school athletics and left \$2,000 in line called middle school intramural. The lap top for learners program has decreased some and the amount has decreased about \$2,500. There was an increase in cost of Governors School that had been inappropriately noted.

Scenario #3

Total Savings			<u>\$1,027,908</u>
	Value	Count	
Furlough Days (All Staff)	\$90,000 @	3	\$270,000
Professional Staff	\$75,000 @	1	\$ 75,000
Support Staff	\$50,000 @	10	\$500,000
Admin Pay Reduction		3%	\$ 41,357
Additional Line Items			\$141,551

Scenario #4

Total Savings			<u>\$759,122</u>
	Value	Count	
Furlough Days (All Staff)	\$90,000 @	1	\$ 90,000
Professional Staff	\$75,000 @	0	\$
Support Staff	\$50,000 @	10	\$500,000
Admin Pay Reduction		2%	\$ 27,571
Additional Line Items			\$141,551

Scenario #5

Total Savings			\$ 505,337
	Value	Count	
Furlough Days (All Staff)	\$90,000 @	0	
Professional Staff	\$75,000 @	0	
Support Staff	\$50,000 @	7	\$350,000
Admin Pay Reduction		1%	\$ 13,786
Additional Line Items			\$141,551

Scenario #6

Total Savings			\$241,551
	Value	Count	
Furlough Days (All Staff)	\$90,000 @	0	
Professional Staff	\$75,000 @	0	
Support Staff	\$50,000 @	2	\$100,000
Admin Pay Reduction			\$
Additional Line Items			\$141,551

Dr. DeBolt stated if you do furlough days, they would like to look at closing the school system for the week of Thanksgiving. This would allow the school system to put their buildings into energy mode and save a little more money. The five percent reduction for key administrators would be done with the exception of the Assistant Principals that had their contracts reduced last year.

There are 13 positions that have already been taken in building this budget such as early retirement, etc. It would be thirteen (13) positions on top of the seventeen (17) positions and three (3) furlough days (days off without pay).

Last year the schools cut a lot of contracts from twelve months to eleven months.

Program impacts: the major impact would be at the middle school. The number of educators moving on for a variety of reasons is very high. Even without these proposed reductions, the school system has a challenge in filling some holes.

The Mayor stated what he heard was that there was a faculty balance being done by normal attrition. What other balancing mechanism will be used to balance out the curriculum load or are you going to let natural attrition take care of the faculty issue. Dr. DeBolt stated they have changed the RIF's policy. If they do not get openings through natural attrition and get openings at the wrong spot, they have moved people from one school to another across levels. One of their retirees was an 8th grade Math teacher and you have to have a math teacher in 8th grade. They would look elsewhere in the system for someone that is qualified to teach 8th grade math. The RIF's policy, a couple of years ago, was based on virtual seniority, etc. Now they have more flexibility and it is legally sound to do picking and choosing in terms of instructional needs which are clearly the needs of the children. If you RIF, it should be to help in instructional. It is doable but it is painful.

The School Finance Director stated they are to far into the FY2010 year to be able to do anything about the budget and she is asking the Board to remember again that the amount truly is only about \$350,000 because there is a \$2 million net difference; \$1.7 of which comes from the reduction in revenue going back to the city because of reduction in received revenue.

Councilmember Naddoni stated that the schools went down this road last year and here we are one year later in the same financial situation. Based on the discussion last year, there were a series of actions to be taken by School Board and those actions were not taken because of influx of unanticipated revenue source.

Assuming the city deals with FY2010, are we going to be in the same situation next year with FY2011 budget. The Mayor stated if the city funds what is being asked for, essentially you have kicked a series of decisions one year down the road with no change in economic conditions. One year from now we would be sitting in the same economic circumstance with what the city would be able to appropriate now significantly reduced. What is the school plan to offset kicking this down the road or will you wait and deal with one year from now.

Chairman Wine stated that is something that the board is preparing for and the Board will be far more involved in the line items one by one and want to closely watch them down to the pennies. With the new Finance Director, they will have more communications on budget issues. He stated he has a checklist of items he wants to look at more closely.

All school systems are in the same boat and are looking at ways to deal with these serious financial conditions.

The Mayor stated there are issues that the Governing Body must discuss and hope to make a decision and be ready for a decision by next Tuesday night on FY2011 budget.

The Mayor would like to formalize a joint meeting between Governing Body and School Board at least every other month. The first meeting will be held the third Tuesday of each month beginning September 2010.

The Mayor suspended the regular meeting into a Worksession at 7:45 pm to talk about budget issues and the Governing Body will come back into regular meeting to take whatever action they need to take out of the Worksession.

The Mayor declared the Governing Body out of Worksession at 8:35pm and back into the regular meeting.

The Mayor stated the direction from Governing Body to the city staff for next Tuesday is to create an item for the Consent Agenda that would reflect the adjustments from the SNAP account as discussed in Worksession and to bring those dollars into the accounts discussed specifically capital projects and reimbursements for long term debt from General Fund and the Enterprise Fund. The Finance Director will send Governing Body an e-mail showing specific dollars from both accounts.

The Mayor stated the Governing Body needs to provide direction on the budget number that will be prepared for Governing Body approval next Tuesday night. The Governing Body has a request for additional appropriation for the FY10 budget for schools in the amount of \$469,000. The Governing Body is directing that number be reduced by \$52,000 which reflects the analysis of the 2% difference that Governing Body works through. The Finance Director will send the Governing Body the final number is for the FY10 budget.

MOTION: Councilmember Kassinger moved to direct Staff to prepare the additional appropriation request from the City Schools in the amount of \$469,000 less \$52,000 which reflects the 2% difference in the 57% approved for the FY10 budget for the schools and that the school division be notified of this decision.

SECOND: Councilmember Miller

VOTE ROLL CALL: Yes: Kassinger, Miller, Naddoni, Polk, Jones

FY2011 Proposed Budget for City School System:

MOTION: Councilmember Kassinger moved that the City School proposed FY2011 budget be reduced by \$1,505,479 depicted in Scenario #1 outlined above in a Joint Worksession between Governing Body and School Board and the approved budget would have that as the presented number from the schools and that the school division be notified of this decision.

SECOND: Councilmember Polk

VOTE ROLL CALL: Yes: Kassinger, Polk, Naddoni, Miller, Jones

Revenue Sharing Agreement Committee: Two Members from Governing Body:

MOTION: Councilmember Kassinger moved to appoint Suhas Naddoni and William J. Treuting, Jr., to represent the city on reviewing and negotiating the terms and conditions of the revenue sharing agreement with city schools.

SECOND: Councilmember Polk

The committee is comprised of two members of school board, two members of Governing Body, the two Finance Directors, City Manager and Superintendent. The Mayor is requesting this committee hold its first meeting sometime in June 2010.

VOTE: Unanimously passed

2. Closed Meeting State Code of Virginia Freedom of Information Act: Section 2.2-3711a of the Code of Virginia Two Personnel Items under (1) and (29): 9:00 pm:

MOTION: Councilmember Naddoni moved that the Governing Body go into closed meeting to discuss the performance and salary of a specific City officer and to discuss the terms of a public contract involving the expenditure of public funds, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the City, pursuant to paragraphs 1 and 29, respectively, of Subsection 2.2-3711A of the Code of Virginia.

SECOND: Councilmember Miller

VOTE ROLL CALL: Yes: Naddoni, Miller, Kassinger, Polk, Jones

Return to Open Session at 9:39 pm:

MOTION: Councilmember Miller

SECOND: Councilmember Naddoni

VOTE: Unanimously passed

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 Naddoni

VOTE ROLL CALL: Yes: Miller, Naddoni, Kassinger, Polk, Jones

MOTION: Councilmember Polk moved to realign the police department organizationally under the Mayor with the Mayor to provide periodic reports to the Governing Body.

SECOND: Councilmember Miller

VOTE ROLL CALL: Yes: Polk, Miller, Kassinger, Naddoni, Jones

Adjournment at 9:40 PM:

The Mayor adjourned the regular meeting at 9:40 pm.

Approved June 15, 2010

Frank Jones, Mayor

Lana A. Conner, City Clerk

OFFICIAL MINUTES OF THE REGULAR MEETING OF THE MANASSAS PARK GOVERNING BODY HELD ON TUESDAY, MAY 18, 2010 AT 7:00 PM AT MANASSAS PARK CITY HALL, ONE PARK CENTER COURT, MANASSAS PARK, VIRGINIA

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

Absent: None

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

1. Approval of Agenda:

MOTION: Councilmember Naddoni moved to approve Agenda with noted change: 8b remove Kevin Brendel from appointment to Planning Commission. He has indicated he does not wish to be re-appointed. 9. There is no reason to hold a Closed Meeting.

SECOND: Councilmember Treuting

VOTE: Unanimously passed

2. Moment of Silence/Pledge of Allegiance:

Councilmember Bunner lead in the Pledge of Allegiance.

3. Citizens time:

Bill Sly, Bills Auto: He received a copy of invitation to bid for fleet maintenance and repair contract from the city. He thought he had the national health care bid in front of him because this is forty pages long. He wanted to know if anyone from the city has seen this document. He reviewed the document and has concerns because it is not business friendly. He has sent Ms. Gammell a three page letter. They decided to throw all the vehicles into one pot and make a fixed bid on certain services such as oil change, tune-up, etc. Everybody has a different car and if you have different cars, you pay different prices. He cannot concede to their wishes and do this in clear conscience and give a fixed price. They are asking \$20,000 per vehicle that can go on the premises. Does this mean each parking space, each one of the bay. That means it may have potentially three quarters of million dollars he has to put on vehicles that go on all his parking spaces. It is not cost feasible.

Generally he thinks the contract is not too bad. He brought an old one page contract from 2008 when he was repairing police vehicle and he did not hear any complaints from the police department. They seemed to have a good deal going and they seem to be very happy. He does not understand why we are suddenly into this myriad of red ink. It is an awful long contract process. He would be more than willing to sit down with anyone and go over this page by page as a business owner. He would love to do the city's fleet work but he wants to be paid for his work. He is not going to go ahead and adjust things down to make everyone happy and he ends up going out of business. He wants to hire more employees and put people to work. He has been in the Park a long time and if you check his website, you will find negative complaints.

We need to reduce this document and get with businesses to find out if a business can even afford to do business here because actually you price him out. He would love to do business with the city. He is speaking for all businesses in the city because it should be a fair bid across the board. We have a lot of businesses here. They want four million dollars liability and he has two million right now and that is one million a rider. You can imagine what that would do to his insurance.

4. Presentations:

**4a. Resolution _____ Retirement of Local Businessman Melvin Pritchard:
House of Leather: Resolution of Appreciation**

The Journal Messenger wrote a wonderful article about one of our business owner who decided to close shop and retire after many years of service to city residents. It is wonderful that we pay tribute to Melvin Pritchard, House of Leather.

MOTION: Councilmember Naddoni moved to approve the following Resolution:

WHEREAS, the House of Leather in Manassas Park closed its doors on April 30, 2010; and

WHEREAS, the shops' owner, Melvin Pritchard, began working in a shoe repair shop at the age of 10 and has worked at his trade in the business for the past 45 years repairing shoes and selling an assortment of NFL memorabilia and leather goods; and
WHEREAS, Melvin Pritchard, at the age of 70, has decided to retire after 60 years in the business; and

WHEREAS, Melvin Pritchard, a native of Suffolk, entered the leatherworking and shoe repair business 60 years ago when a local man offered to teach him the trade. In 1966 A.D. Francis recruited him to work in his shop with Melvin Pritchard becoming the owner of the shop in 1990 when Mr. Francis retired.

WHEREAS, Mr. Pritchard takes pride in his work and making sure the job is done right for his many customers. He stated that experienced and dedicated shoe repairmen are hard to find and are slowly becoming a dying breed in the area. Among his many customers were area police departments, particularly those who rode motorcycles.

NOW THEREFORE BE IT RESOLVED that the Governing Body of the City of Manassas Park, Virginia does recognize Melvin Pritchard, former owner of House of Leather, for his many years of service to the citizens of Manassas Park; and

FURTHER they wish him much success in the future and stated he will be missed.

SECOND: Councilmember Treuting

The Mayor presented Mr. Pritchard with a Certificate of Appreciation for his many years of service to our citizens and presented Ms. Pritchard with a bouquet of flowers. Mr. Pritchard thanked the city for this honor and stated he has enjoyed every minute of his time year and if he had it to do over he would do it over again. He will miss the city.

VOTE ROLL CALL: Unanimously passed

4b. Update on City Center (Jay Sotos of Clark Realty)

He has been working on the City Center project for many years. The project is substantially complete. The Manassas Drive Improvements have been completed. They are in close out and bond release items. They are 73% leased and 63% occupied. They are growing a new community and he thinks folks are very happy. The market is accepted as a unique classy place to live in Manassas Park. Retail has been challenging and they still have only one lease. They are looking at every measure. The Book Café Proposal was presented but did not fit all the needs of the city. They are focused on securing some type of mini-anchor for this development which would bring other tenants to this area. This is a pioneering location and sometimes it is hard to be the first business to venture there especially in these economic conditions. They are in the process of having to restructure their loans in this very challenging economic environment.

4th of July: Catherine Morretta stated they are working with the Leigh Agency to hold all of the 4th of July festivities at City Center. The fireworks will still take place at Signal Hill Park. The goal is to bring everything into the commerce center.

Dog Park: City Center submitted a site plan for the dog park on the Milleson Park area. They received feed back that possibly there was a better location to consider behind their property at the pavilions. They are considering that. At staff level, they are trying to move the dog park and see if there could be more amenities like volleyball court, picnic tables, etc. This is one of the last components that haven't been completed and they hope to work with staff to come to a resolution. They graded the site and put the path there for ultimate connection to the rail station. The last component is landscaping but they had to wait for the planting season to put in shrubbery, etc.

The City Attorney stated that currently the Community Development Authority (CDA) owns that property and when \$50,000 is spent on grading, clearing, and landscaping; it will be conveyed over to the city. Right now CDA would convey the property over to the city as a park.

The Mayor stated there were always concerns about this area being a dog park and citizens having to cross Manassas Drive with their pets to get to this facility. Staff believed there was a better area for the dog park that would lessen the risk and would make more sense and that is what Clark is looking into.

5. Recognitions

5a. Police Department:

1. Lt. Rupert Prinz: He was recognized by a citizen who was attending his daughter's wedding and had a serious problem with his car requiring a visit to a car parts store on the way out of town. Lt. Prinz also gave him directions for finding his way back to I-95. He stated that Lt. Prinz was very considerate and his attention, good humor, excellent articulation and knowledge of the area were very much appreciated.

2. Ron Winder, Division Chief: Prince William County Neighborhood Coordinator thanked Mr. Winder for speaking at their 2010 Neighborhood Conference on the topic of dealing with wildlife in the neighborhoods. For those who have come face-to-face with an unwelcome animal, this is a topic of huge concern.

3. Detective Trevor Reinhart: Flint Hill School thanked Detective Reinhart for visiting their Spanish class on February 2nd to discuss MS13 and other gangs operating here in the Washington DC metropolitan area. The students quickly took to him and clearly appreciated his relaxed, yet professional approach. The students were fascinated by what he had to say and asked thoughtful, intelligent questions, to which Detective Reinhart responded with equal intelligence and insight.

5b. Fire Department:

1. Cougar Elementary School thanked the fire department B-shift for coming to support their "careers on wheels" event. The kids loved it. They heard many "oohs" and "aahs" as they gathered at teach station. Staff appreciated the fire department taking the time to teach our children. It was a pleasure working with the fire department.

6. Consent Agenda:

- 6a. Approval of Minutes April 20, 2010
- 6b. HDR Additional Services Request for \$24,000
- 6c. Revised Prince William/Manassas/Manassas Park Narcotics Task Force Agreement
- 6d. Revised 2010 Manassas/Manassas Park Animal Shelter Agreement
- 6e. Ordinance: Tax Relief for the Elderly & Disabled
- 6f. Transfer of SNAP Funds for Capital Projects

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

SECOND: Councilmember Treuting

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

7. Unfinished Business

7a. Ordinance _____: Real Estate Tax Rate for Fiscal Year 2011:

MOTION: Councilmember Naddoni moved to approve Ordinance as presented.

SECOND: Councilmember Kassinger

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

7b. Ordinance _____: Proposed 2011 Budget: \$85,146,110 Total:

MOTION: Councilmember Miller moved to approve Ordinance as presented.

SECOND: Councilmember Naddoni

Councilmember Treuting stated he wanted the citizens to know that this is a very difficult budget. Assessments have gone down in the city as well as some reassessment actions. There are extensive cuts that have been made in the budget. These are not just cuts that move something from left hand to the right hand. They have had significant actions to eliminate projects, eliminate unfilled positions and have had to RIF personnel to bring the budget in line with what our income is for next fiscal year. He wants to reassure the citizens that we are not taking police or firefighters off the street but just the opposite. We are going to extensive measures to make sure that critical services in the city are still being funded. The city is still capable of responding with the same level of staffing. Citizens will see a decrease in the ability to more timely serve the public in some of the administrative services in the city.

Pretty much every department in the city has had to take personnel cuts. When you go to departments you may have to wait just a little longer to transact business or get information that you requested but the department will continue to give those services. All of these cuts allow the city to have a balanced budget as well as to make sure that those critical services are continued.

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

7c. Resolution _____: Potomac and Rappahannock Transportation Commission Funds for FY11: \$711,163:

MOTION: Councilmember Naddoni moved to approve Resolution for Potomac and Rappahannock Transportation Commission as presented.

SECOND: Councilmember Miller

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

The Mayor stated as far as PRTC it came to his attention today that there is awful manipulation of fact and truth about the Keolus Transfer and operating of VRE. There is a quasi-governmental entity that has spun some things that are partial truth and attempted to make some awful comments about the safety of PRTC operations. wanted to make sure the public is aware that the VRE rail is safe contrary to what some parties are saying. He and Councilmember Naddoni are on the Board and wanted to say for the record that rumors of unsafe rail is unsubstantiated.

8. New Business

8a. Appointment: Board of Equalization: Court Appointed (3 yr terms)
Richard Morris and John Strawser

MOTION: Councilmember Treuting moved to recommend to court the appointment of Richard Morris and John Strawser for a three year term to Board of Equalization.

SECOND: Councilmember Bunner

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

8b. Appointment: Planning Commission (4 year terms)
Edmond Rishell and John Evans

MOTION: Councilmember Miller moved to appoint Edmond Rishell and John Evans to the Manassas Park Planning Commission for a four year term and to remove Kevin Brendel's name from consideration because he expressed that he did not wish to be reconsidered.

SECOND: Councilmember Kassinger

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

9. Closed Meeting State Code of Virginia Freedom of Information Act: Section 2.2-3711a of the Code of Virginia: (No Meeting Scheduled at this time)

10. Return to Open Session

11. Certification & Action out of Closed Meeting if Necessary

12. Adjournment:

The Mayor adjourned the meeting at 7:40 pm.

Approved June 15, 2010

Frank Jones, Mayor

Lana Conner, City Clerk

OFFICIAL MINUTES OF THE REGULAR MEETING OF THE MANASSAS PARK GOVERNING BODY HELD ON TUESDAY, June 1, 2010 AT 8:00 PM AT 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
Lana A. Conner

Staff Present: Mercury T. Payton, City Manager
Dean Crowhurst, City Attorney

The meeting was held at 8:00pm in order for members of Governing Body to attend the County Wide Volunteer Recognition at the Loy E. Harris Pavilion for Heather Gustin and Trisha Sutherland, two city residents very involved in the Manassas Park Neighborhood Watch.

1. Approval of Agenda

MOTION: Councilmember Bunner moved to approve Agenda with following changes: Item 14: A Closed Meeting is being called under (7) Consultation with City Attorney

SECOND: Councilmember Miller

Councilmember Miller requested an item under Item 10: Recognition: Item 10b: Recognition of two awards the city received last week, Chamber recognition.

VOTE: Unanimously passed

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

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

4. Public Hearing School Board Appointments:

There are two terms expiring on School Board, June 30, 2010. Public Notice was published in newspaper on May 18, 2010. This hearing is held to get feedback from the public on those candidates who have applied. There were three applicants:

- 1) Lawana Bryant 9722 Holmes Place (she withdrew her name from consideration)
- 2) Brenda Foster, 9787 Corbett Place
- 3) Michael Wine, 8526 Sandstone Way

The Mayor declared the Public Hearing open at 8:10pm.

1) Brenda Foster: She is here tonight to let Governing Body know how thrilled she has been to be working with Michael Wine, Chairman, School Board. He has been an incredible leader and he is very good at settling whatever disagreements that may occur although there are not many. He is very fair and open minded and even though both of his children have graduated from the school system he still cares for the children that are in the system and for the citizens of our community as ever before and she hopes you will reappoint Michael Wine to the School Board. She thanked the Governing Body for appointing her for a three year term and for considering her for another three year term.

2) Michael Wine: He wanted to speak on behalf of Brenda Foster for reappointment. She has been an absolute right hand person. Her profession is public relations and that being brought to the School Board brings such a different perspective. She really sees the students and parents side of things. She has a tremendous consideration for things we do and the impact on them. They communicate almost every day and he hopes to continue to do that. He thinks she is an excellent candidate and is an excellent Vice Chair. He thinks she would make a terrific Chair and will see how that goes.

Close Public Hearing: 8:18PM:

MOTION: Councilmember Miller

SECOND: Councilmember Bunner

VOTE: Unanimously passed

MOTION: Councilmember Treuting moved to appoint Brenda Foster and Michael Wine to the School Year for a three year term to expire June 30, 2013.

SECOND: Councilmember Polk

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

5. Lifelong Learning Institute: Nancy Osborne

The Lifelong Learning Institute (LLI) is a member-driven, self supporting organization. Our mission is to provide quality, affordable educational opportunities for adults 50 years of age or older in a supportive environment. The majority of their members are retirees. They have been in operation since 2003. They now have about two hundred and fifty members. Monthly they have speaker forums open to the public free of charge. They offer about 25/30 classes they offer in the spring and fall. There is an annual membership fee of \$100. They hold classes in different areas. They have talked with Deputy Director of Parks & Recreation about hold classes at the new community center. The Mayor asked the City Manager to look at using the senior van for persons that otherwise might not be able to come to classes.

6. Update on Schools: Copy of Report made part of the record.

7. Monthly Departmental Updates – Written

8. HDR: Update on Community Center: Rodger Solomen

Thanks to the hard work of Mr. Solomen, this is a quality constructed facility that delivers the programs as planned.

9. Businesses in Manassas Park: Vanessa Watson, City Planner

She showed the Governing Body a picture of the City that was taken by Roger Snyder, Snyder Aerials. It gives a whole new meaning when you can see from the air the parks & recreation facility with the parking and facilities.

Manassas Park hosted the Excellence in Business Award with the Greater Manassas Chamber of Commerce last week at the new community center. It was well attended.

Awards:

Excellence in Business Awards: Sixteen or more employees: Metro Sign and Design was a nominee and with employees of thirty five or more employees was QMT Wind Chimes. Rookie of the Year Award Nominee was Halanias Salon in Blooms Crossing. Manassas Park is becoming more and more prominent in Chamber of Commerce.

Thursday, the city is sponsoring the Annual Virtual Bus Tour held at George Mason in Fairfax. Five businesses were invited to be the guest of the city.

Article: City Bus List: Washington DC: tag line: commercial real estate vacancies to peak near or early 2011. The vacancy rate continues to rise and most commercial sectors are not expected to level out until end of this year or early 2010 according to National Association of Realtors.

2010 Census: national average was 72%. West of RT 28 in Manassas Park had a send back percentage of 73%. East of Rt. 28 had a 77% return rate. Weldon Cooper has the city population at 14,026.

10. Recognition:

10a. Department of Social Services Staff:

E-mail from a client which complimented both Randi and Kelly for their helpful nature. The client has also made reference to how friendly and helpful they are when we have spoken on the phones as well as in person. Their office continued to not only meet the needs of our community but they do it in a professional and friendly manner.

During a meeting on May 7, 2010 with Ms. Lisa Baird, City Attorney, Lisa Baird reported that Jason Munoz was very professional and that all of the staff in the department has been very professional in all of their interactions. She acknowledged Carissa, Natasha, Jacqueline, Darrell as they are her primary contacts.

A former food case client thanked Ms. Simmons for the professional, respectful and courteous manner in which she managed her case. Her experience with Social Services was pleasant and her dignity was cared for through the entire process.

10b. Councilmember Miller:

He attended the Chamber event that Ms. Watson referred to a few minutes ago.

There were two award presented:

Chamber of Commerce: Behind the Scenes Business Award for 2009-2010: The City was nominated and was presented with this award. The city has been a member since 1982.

Chamber of Commerce: Karen F. Brown Spirit Award for 2009-2010: was given to Vanessa Watson, City of Manassas Park, and City Planner. This is for individuals who exemplify the chamber and draws in new membership. He congratulated Ms. Watson on her personal award.

11. Consent Agenda: No items

12. Unfinished Business:

12a. Manassas Drive at Mathis Avenue Intersection Improvements: Approval of Contract: Calvin O'Dell, Building Inspector:

Staff publicly advertised an Invitation for Bid on April 23, 2010, for providing all necessary materials, labor and equipment and performing all work for the development of Manassas Drive at Mathis Avenue Intersection Improvements. Bids were opened and read aloud on Monday, May 17, 2010, at 2:00 p.m. The sealed bids were examined upon opening for fulfillment of submission requirements. The results were as follows:

COMPANY NAME	LUMP SUM BID
Fort Myer Construction, Co.	\$432,949.33
Jeffrey Stack, Inc.	\$293,000.00
Arthur Construction, Co.	\$259,896.04
Finley Asphalt and Sealing	\$253,653.00

Finley Asphalt and Sealing is the apparent low bidder, and has been found responsive and responsible. Funding sources for this project are Governing Body approved/VDOT appropriated Revenue Sharing dollars, and Motor Fuels Tax dollars. The current economic climate has proven favorable to the City as a buyer, and bids have come in at less than half of the engineer's best cost estimate. As such, staff is now reconsidering aspects of the project that were once removed due to budget constraints, which may be appropriate to present to the Governing Body for approval in the near future.

MOTION: Councilmember Bunner moved to accept recommendation of City Attorney to authorize the approval of the contract that was part of the RFP with Finley Asphalt and Sealing for providing all necessary materials, labor and equipment and performing all work for the development of Manassas Drive at Mathis Avenue Intersection Improvements at a cost not to exceed \$253,653.00 subject to minor changes per City Attorney and further authorize the Mayor or the Vice Mayor in his absence to sign the contract as approved by City Attorney with no material changes.

SECOND: Councilmember Treuting

The City had approval for \$375,000 in revenue sharing funds. This bid came in so low. They hope to look at putting some of the items that were taken out of the contract because of budget cuts such as repaving the entire intersection rather than just the right hand lane. The intersection has very poor sub base. Another would be changing out the signal poles. City would have to ask if they could be attached to next year application but the application will not be submitted until middle of June 2010. City is not sure they will receive revenue sharing funding for next year.

Ms. Gammell stated there was a requirement for unit pricing in the contract so the city can calculate the cost of the additional pavement. Ms. Gammell would like the city to go forward with the existing contract and if there is anything else, it would be as an addendum to this contract later. The City Attorney stated he would have to review to make sure you could do that or have to go back out for RFP again.

Councilmember Polk stated he does not want to turn any revenue sharing funds back to the state. The Mayor stated they have already told us that there will not be any new revenue sharing funds at least budget biennium or at least three years out.

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

At 8:55pm, Councilmember Treuting was excused from the meeting.

12b. Ordinance: Train Noise Restriction during Night Hours: Vice Mayor Polk:

This issue was brought up by Governing Body a couple of years ago. As we look to continuing to promote City Center and area around the tracks as a mixed use residential environmental, city needs to address the train whistle at night. There are freighters that come through at two or three o'clock in the morning. The City of Manassas has implemented the "no train whistle" ordinance. The City Attorney stated Manassas is considered pre-rule ordinance which allows them to keep what they had prior to 2005. They had a period of time to bring their rules into compliance with federal standards. You have the train whistle that works in conjunction with flashing lights and arms at the crossing. If you take away the train whistle, you have to beef up the other measures. They have various allowable security measures that can be taken. The City Engineer recommends looking at amending the comprehensive plan so that these changes that would be required would be paid for by development that would impact the railroad crossing. One of the things would be putting a median in that would prevent cars going around existing arms. If we are going to have sidewalks that will tie in we have to have some way to prevent pedestrians from crossing when train is coming. They are called supplemental security measures. This will cost money of which the city does not have at this time.

The City Attorney recommends that the City modify the comprehensive plan; transportation section and land use section to make it clear that is a priority in the city. You could put it in the Capital Improvements Program with the understanding there is no funding at this time.

Staff is directed to begin to look at the necessary changes to the Comprehensive Plan as outlined by the City Attorney and to include as a place holder with an out year wedge the work at the railroad crossing. The Capital Improvements Program would have an out year wedge (funding) for the work.

12c. Extension of Social Services Department Legal Services Agreement with Lisa Baird: Department of Social Services:

The Director of Social Services stated this is the same contract we have operated on for years. The dollar amounts have not changed. The biggest issue was last year we started with Mr. Gregory VanDoren who passed away. The city entered into an agreement with Lisa Baird to carry the city through until the end of the year. The City Attorney stated that Lisa Baird represents the city very well in prosecuting misdemeanors and traffic infractions.

MOTION: Councilmember Polk moved to accept recommendation of Director of Social Services and City Attorney and approve contract as presented.

SECOND: Councilmember Bunner

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

13. New Business: There was no New Business

14. Closed Meeting State Code of Virginia Freedom of Information Act: Section 2.2-3711a of the Code of Virginia (7) Consultation with City Attorney: 9:01 pm:

MOTION: Councilmember Bunner moved that the Governing Body go into closed meeting to consult with the City Attorney regarding a specific legal matter requiring the provision of legal advice by the City Attorney pursuant to 7 of Subsection 2.2-3711A of the Code of Virginia.

SECOND: Councilmember Kassinger

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

18. Return to Open Session at 9:25 pm:

MOTION: Councilmember Bunner

SECOND: Councilmember Kassinger

VOTE: Unanimously passed

19. Certification & Action out of Closed Meeting if Necessary

MOTION: Councilmember Polk 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, Kassinger

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

11. Adjournment at 9:26 PM:

The Mayor adjourned the regular meeting at 9:26pm.

Approved June 16, 2010

Frank Jones, Mayor

Lana A. Conner, City Clerk