



City of Manassas, Virginia  
City Council Meeting

**ACTION AGENDA**  
February 26, 2018

ROLL CALL: 5:31 P.M.  
ABSENT: ELSTON

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Call to Order

Roll Call

Invocation and Pledge of Allegiance

Community and Staff Presentations

**Swearing In Ceremony: City of Manassas Fire and Rescue Department**

*Mayor Parrish swore in Justin Laidler as the Assistant Fire Marshal.*

**Community Emergency Response Team (CERT) Graduation Ceremony**

*James Hartnett, Fire Marshal, and Rob Clemons, Fire and Rescue Chief, introduced the newest CERT Graduates to the City Council and community.*

Introduction of City Attorney

*Mr. Pate gave a brief introduction and introduced the new City Attorney, Craig Brown.*

*Mr. Brown introduced himself to the Mayor and City Council.*

City Manager Report

*Mr. Pate informed the community that Rescue Engine 521 went into service last week.*

*Mr. Pate informed the community that the Emergency Management Office will be working to inform all citizens that a test of the Wireless Emergency Alert (WEA) system is planned for Monday, April 2<sup>nd</sup>.*

*Mr. Pate reported that the Harris Pavilion is now closed for ice-skating for the season.*

*Mr. Pate reported that a second art train is now on display in front of the Manassas Museum. The train was created by the Museum staff and artist Nancy Mitchell.*

*Mr. Pate stated that Norfolk Southern will be working on the Fairview crossing on Thursday, March 1<sup>st</sup> for track repairs. The intersection will be closed from 9:00 a.m. to 1:00 p.m.*

*Mr. Pate reported on a few upcoming events in the City, including the Chamber Business Awards on February 28<sup>th</sup>, the opening of the Artistic Expressions exhibit at the Manassas Museum on March 2<sup>nd</sup>, and First Friday on March 2<sup>nd</sup>.*

*Mr. Pate announced that Diane Bergeron has been selected to fill the position of Director of Finance for the City.*

### Chief of Police Report

*Chief of Police Douglas Keen reported that the Police Department will be presenting their annual report later this evening.*

### Council Time

*Vice Mayor Bass shared that there is a small article about Steven Randolph in Virginia Municipal League's Town & City Magazine this month. Vice Mayor Bass welcomed Craig Brown to the City staff and congratulated Diane Bergeron on her new title as Finance Director. Vice Mayor Bass reported that it was an excellent Town Hall meeting at the Boys & Girls Club last week and the next Town Hall meeting will be held in September. Vice Mayor Bass reported that members of the Economic Development Authority will all be going to the Institute for training this year. Vice Mayor Bass reported that she will be attending the Chamber Business Awards on Wednesday, February 28<sup>th</sup>.*

*Council Member Lovejoy thanked the organizers of the Annual Mardi Gras Gala on February 24, 2018 to support the local mammography units. Council Member Lovejoy recognized the Impacto Youth, a local non-profit, who have facilitated a Business Academy for students at Osbourn High School. Council Member Lovejoy reported that the Stand Strong for Education Community Expo and Fair will be held on March 5, 2018. Council Member Lovejoy announced that he will host Coffee with your Councilman on April 21<sup>st</sup> from 9:00 a.m. to 11:00 a.m. at Jirani Coffee House. Council Member Lovejoy announced that he will also be hosting a Business Leaders, Business Policy event on April 29<sup>th</sup> at Centerfuse.*

*Council Member Sebesky welcomed Craig Brown to the City and congratulated Diane Bergeron on her new title as Finance Director. Council Member Sebesky thanked the Community Emergency Response Team (CERT) for their service to the community. Council Member Sebesky reported that she attended Mafia Murders at the Center for the Arts at the Candy Factory. Council Member Sebesky thanked all the citizens who attended the Town Hall meeting. Council Member Sebesky reported that she attended the Virginia Railway Express (VRE) meeting. Council Member Sebesky reported that the VRE last quarter*

*replaced all the gutters and downspouts at the Manassas Station and Parking Garage; next quarter VRE will be replacing the light poles and fixtures at the Manassas Station and future projects will include extending the platform.*

## Mayor Time

*Mayor Parrish welcomed Craig Brown to the City and congratulated Diane Bergeron on her new position as Director of Finance.*

*Mayor Parrish reported that letters were being mailed to the donors to the J. Steven Randolph Memorial Fund, which will fund special projects for the public safety departments.*

### 1. Consent Agenda

#### 1.1 City Council Minutes: February 12, 2018

#### 1.2 Northern Virginia Workforce Development Board: Request for Reappointment of Zuzana Steen

#### 1.3 Consideration of Continued Participation in Prince William County's CDBG, HOME and ESG Funding for Federal Fiscal Years 2018-2020.

#### 1.4 Agreement: Upper Occoquan Service Authority (UOSA) Water Quality Credit Exchange

#### 1.5 Resolution 2018-05-R:

**(A) Consideration of Resolution 2018-05-R Amending the FY 2018 Budget by Transferring \$8,900 from General Fund Contingency for an Architectural Study for the Potential Reuse of Annaburg Manor (Staff: Elizabeth S. Via-Gossman, Community Development Director)**

**(B) Consideration of Resolution 2018-05-R Amending the FY 2018 Budget by Budget and Appropriating \$175,000 of Water Fund Fund Balance to Purchase Property Adjacent to the Dam and Lake Manassas (Staff: Tony Dawood, Director of Utilities)**

#### 1.6 Performance Bond and Erosion Control Bond Release: Mergler Lot Grading Plan 8804A Quarry Rd – SP#17-00000016

#### 1.7 Proclamation: Irish Heritage Month

**COUNCIL ACTION:** Approved Consent Agenda Items 1.1 through 1.7. (5/0)

2. New Business

**2.1 Update: Adult Detention Center**

*Colonel Pete Meletis, Superintendent of the Adult Detention Center, provided the City Council with the Adult Detention Center's annual report and shared some updates on capital projects.*

**2.2 Update: Human Resources Department**

*Darla Hicks, Human Resources Director, provided the City Council with a departmental update and shared some specific cases in which the department successfully contributed to the City Council's Strategic Plan.*

**2.3 Update: Manassas City Police Department**

*Douglas Keen, Police Chief, provided the City Council with a departmental update and shared some specific cases in which the department successfully contributed to the City Council's Strategic Plan.*

**2.4 Update: Manassas City Fire and Rescue Department**

*Rob Clemons, Fire and Rescue Chief, provided the City Council with a departmental update and shared some specific cases in which the department successfully contributed to the City Council's Strategic Plan.*

3. Awards, Acknowledgments and Presentations - 7:15 p.m.

**3.1 Presentation: Irish Heritage Month Proclamation**

*Mayor Parrish presented a Proclamation proclaiming March as Irish Heritage Month in the City of Manassas to the organizers of the St. Patrick's Day Parade.*

4. Citizens' Time

*Robyn William, a resident of the City of Manassas and member of the Beautification Committee, expressed the Beautification Committee's concerns about painting the large boulders in the median on Route 28.*

5. Authorize a Closed Meeting

**5.1 Authorization of a Closed Meeting**

- 1. Appointments to Boards, Committees and Commissions**
- 2. Prospective or Expanding Business or Industry**
- 3. Contract Negotiations**

**COUNCIL ACTION:** Authorized a Closed Meeting. (7:39 p.m.) (5/0)

6. Certify the Closed Meeting

**6.1 Certification of the Closed Meeting**

**COUNCIL ACTION:** Certified the Closed Meeting. (9:31 p.m.) (5/0)

7. Appointments to Boards, Committees, and Commissions

**7.1 Appointments to Boards, Committees, and Commissions**

**COUNCIL ACTION:** Authorized the City Attorney to recommend to the Circuit Court of Prince William County the names of James T. Nejfelt, Christine M. Finnie, and Ann Hempen for appointment to the Board of Zoning Appeals for a five-year term ending April 4, 2023.

**COUNCIL ACTION:** Reappointed Patrick Small and John Weber to the City of Manassas Housing Trust Fund for a one-year term ending June 30, 2019; and

W. Patrick Pate, Ian T. Lovejoy, and Elizabeth S. Via-Gossman to the City of Manassas Housing Trust Fund for a three-year term ending June 30, 2021.

**Adjourned: 9:34 p.m.**